Agenda

1. Welcome to participants
2. Adoption of agenda
3. Approval of minutes and matters arising of last meeting
4. Update from the Action Chair
   a. Status of Action, including participating countries
   b. Action budget status
   c. STSM status and new applications
5. Promotion of gender balance and of Early Stage Researchers (ESR)
6. Update from the Grant Holder
7. Update from the COST Office
8. Update from the DC Rapporteur
9. Annual Progress Conference (preparation and/or feedback from DC)
10. Follow-up of MoU objectives
    a. Progress report of working groups
11. Scientific planning
    a. Scientific strategy
    b. Action Budget Planning
    c. Long-term planning (including anticipated locations and dates of future activities)
    d. Dissemination planning (Publications and outreach activities)
12. Requests for new members
13. Non-COST applications to the Actions
14. AOB
15. Location and date of next meeting
16. Summary of MC decisions
17. Closing
3. Matters arising from last meeting

**Logo**
- Design and election process (by Javier Sainz Guerra)
- Selected logo’s (majority vote: 14 out of 27)

**Other**
- Website
- Industrial Forum
- Liaisons and interactions with other Actions
ACROSS Website

In preparation by CWI
– Previous offer too expensive
– 1st version launched before end of month

Website structure
– HOME with Action description + News + links to:
  • Documents (administrative, restrictive access)
  • Participants
  • Working Groups
  • MC meetings (incl. meeting minutes)
  • Events (workshops, summer schools)
  • STSMs
  • Liaisons
  • Results (TD’s, joint activities, etc.)
  • Contact
Industrial Forum (IF)

• **Task of IF: feedback on ACROSS results**
  – IF is regularly informed about ACROSS results/activities
    • via website, email, telco, invitation for meetings/workshops, …
  – IF \( \rightarrow \) Input for further research, refinement of objectives

• **Candidate IF members** (to be extended)
  – Focus on cloud (service) providers, service and software engineers, integrators, …(?)
    • e.g. SUSE, ATOS, SAP, CIPAL (B), …, Google, ….
  – Telecom operators and vendors are already involved …

• **Action for all of us:**
  – Propose companies + contact persons (before 1st March!)

• **Wanted: IF Coordinator**
Liaisons and interactions with other programs

• Main goal: keep informed, cooperation, …
  – E.g. joined workshops

• Related fora, programs, projects, …
  – ETP NESSI, IFIP WG2.14 (Service Oriented Systems), W3C, IETF(?), OCC,
  – Related running FP7 (upcoming H2020) projects
    • many projects on clouds, services, etc.
    • but what about autonomous control, QoS/QoE monitoring and smart pricing & competition aspects?

• Which are most important for us and should be ‘standard’ on our agenda?
  – And who would like to act as liaison to …
4. Status of the Action

a. Status and participation
- 44 MC members (registered)
- 16 Substitute MC members
- DC Rapporteur
- 27 participating countries (for a list, see Action Website)

b. Budget status (overall)

<table>
<thead>
<tr>
<th>A. SUMMARY BUDGET</th>
<th>Amount (in €)</th>
</tr>
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<tbody>
<tr>
<td>(1) Meetings</td>
<td>97,600</td>
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<td>(2) STSM’s</td>
<td>15,000</td>
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<td>6,000</td>
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<td>1,000</td>
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<td><strong>B. TOTAL SCIENCE EXPENDITURE</strong> (sum of (1) to (5))</td>
<td>119,600</td>
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<td><strong>C. FINANCIAL ADMINISTRATION</strong> (15% of B.)</td>
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<td><strong>D. TOTAL EXPENDITURE</strong> (B+C)</td>
<td>137,540</td>
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4. Status of the Action (ctd)

c. STSM status

- in current plan, budget for 6 STSM’s in year 1
- this budget may be increased if other expenses lower than expected
- now open to subscription (via eCOST)
5. Promotion of Gender Balance and Early-Stage Researchers

Gender balance

• Lydia Duijvesteijn (IBM) proposed a new MC member for Netherlands

Early stage researchers
6. Update from the Grant Holder

Team:
- Dick Broekhuis (controller CWI)
- Nada Mitrovic (secretarial support)
- Rob van der Mei (MC chair)

**eCOST-system:**
- team has been attending eCOST course on January 23
- meeting invitations are sent out via eCOST
- reimbursements can only be done via eCOST
10. Follow-up on MoU Objectives

**WG Leaders**

**WG1**: Philipp Leitner  
**WG2**: Yoram Haddad  
**WG3**: Peter Key
Reimbursements

• Fill out the form (original signature)

• Include travel receipts or scan
• Hotel and lunch flat rate (no receipt needed)

• Send to:
  Dick Broekhuis
  CWI, Science Park 123, Amsterdam
  Netherlands
11a. Goals for Y1

1. Organize Action meetings: exchange knowledge and experience
2. Set up Action Website
3. Get to know each other
4. Encourage organization of STSM’s (particularly for young scientists)
5. Disseminate the key goals of the Action and overview of the research community involved within Action and to broader audience
6. Establish Industrial Forum
7. Establish liaisons with related projects and programs
8. Make detailed dissemination plan (based on short plan in MoU)
11a. Scientific Strategy

1. Get to know each other
2. Identify research directions to be pursued
   • Preparatory meeting
3. Complete overview of major problems and capabilities
4. Refinement and identification of set of test problems

Deliverable: document with overview state-of-the-art, and scientific plans (end of Y1)

WG1-3 meeting, Amsterdam, Feb 2014
CoreGroup meeting, Amsterdam, May 2014
Scientific kickoff meeting, Karlskrona, September 2014
WG1-3 meeting, TBD, November 2014
11b. Action Budget Planning

1. 2nd MC and WG1-3 meeting (CWI, Amsterdam)
   – Dates: 13-14 February 2014
   – Expected participation 43

2. 2nd Core Group meeting (CWI, Amsterdam)
   – Core Group meeting with WG leaders
   – Goal: discussion and alignment of scientific goals
   – Date: May 2014
   – Expected participation 7

3. 2nd Scientific Kickoff meeting (BTH, Karlskrona, Sweden)
   – SKO meeting on Autonomous Control for Cloud Services
   – Goal: further alignment of scientific goals
   – Date: September 12, 2014
   – Expected participation 25

   €35,800
   €5,000
   €21,000
11b. Action Budget Planning (ctd)

4. 3rd MC and WG1-3 meeting (TBD)
   - Dates: October 2014
   - Expected participation 43

STSM’s
   - Number of STSM’s: 6
   - Cost per STSM: €2.500

Dissemination
   - Action flyer for distribution across European research community
   - Date: April 2014

Web page
   - Development, hosing and maintenance of Action Webpage
   - March 2014

Bank charges

€35.800
€5.000
€3.000
€3.000
€1.000
## 11b. Action Budget Planning (ctd)

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| D. TOTAL EXPENDITURE (B+C)                                  | 137,540       |
11c. Long-term Planning (Y2-4)

MC- and WG-meetings
   – two times per year (roughly February and September)
   – locations to be determined

Annual progress conferences
   – to be discussed

Training schools and STSMs
   – to be discussed
15. Next MC Meeting

Who?
15. Summary of MC Decisions

• Approval of minutes of kick-off meeting
• Approval Budget and Workplan for Y1
• Location and date Scientific kickoff meeting
  • Karlskrona, Sweden, September 12

• Next MC meeting
  • Date and location