

# 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

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## 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



MC meeting, Amsterdam, 13-14 February 2014

# ACROSS Website

## In preparation by CWI

- Previous offer too expensive
- 1<sup>st</sup> 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 → 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)

	Amount (in €)
<b>A. SUMMARY BUDGET</b>	
(1) Meetings	97,600
(2) STSM's	15,000
(3) Training schools	0
(4) Publication, dissemination, outreach	6,000
(5) Others	1,000
<b>B. TOTAL SCIENCE EXPENDITURE</b> (sum of (1) to (5))	119,600
<b>C. FINANCIAL ADMINISTRATION</b> (15% of B.)	17,940
<b>D. TOTAL EXPENDITURE</b> (B+C)	137,540

# 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

**WG1-3 meeting,  
Amsterdam, Feb 2014**

**CoreGroup meeting,  
Amsterdam, May 2014**

**Scientific kickoff  
meeting, Karlskrona,  
September 2014**

**WG1-3 meeting, TBD,  
November 2014**

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

# 11b. Action Budget Planning

## 1. 2<sup>nd</sup> MC and WG1-3 meeting (CWI, Amsterdam)

- Dates: 13-14 February 2014
- Expected participation 43

€35.800

## 2. 2<sup>nd</sup> Core Group meeting (CWI, Amsterdam)

- Core Group meeting with WG leaders
- Goal: discussion and alignment of scientific goals
- Date: May 2014
- Expected participation 7

€5.000

## 3. 2<sup>nd</sup> 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

€21.000

# 11b. Action Budget Planning (ctd)

## 4. 3<sup>rd</sup> MC and WG1-3 meeting (TBD)

- Dates: October 2014
- Expected participation 43

€35.800

## STSM's

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

€5.000

## Dissemination

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

€3.000

## Web page

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

€3.000

## Bank charges

€1.000

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# 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?



MC meeting, Amsterdam, 13-14 February 2014

# 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**