

## **Minutes of the Sixth Management Committee Meeting**

### **COST Action IC1004 – Cooperative Communications for Green Smart Environments**

**Wednesday, February 6th, 2013 – Malaga, Spain**

#### **1. Welcome and opening formalities**

The plenary of the sixth MC meeting of COST Action IC1004 was chaired by Prof. Narcis Cardona, Chair of the Action, who opened the meeting at 9.00.

Prof. Raquel Barco, the Local Organizer, welcomed the audience and provided information about local arrangements.

#### **2. Adoption of the agenda**

The [agenda](#) for the sixth MC meeting was adopted. The attendance list was circulated.

#### **3. Approval of the Minutes of the last MCM**

The minutes of the 5th MC Meeting were posted on the IC1004 website, under the section Official Documents. Comments on the minutes have been considered and the minutes have been finally approved.

#### **4. Status of the Action**

Prof. Cardona reported the status of the Action to the audience. Up to now, the Action is:

- composed of 28 signatories countries
- represented by 51 MC Members (+ Chair)
- Number of registered experts so far: 427
- Number of COST country entities (institutes, etc.) currently participating: 116
- Number of non-COST countries: 7
- Number of non-COST entities (institutes, etc.) currently participating: 13 (+2)

So far the outcomes of the Action are the following:

- 5 (+1) Technical meetings, 330 (+83) TDs
- 12 STSM completed
- Organisation of one Joint Workshop
- Organisation of 3 Training Schools, one joint
- 2 (+2) Tutorials
- Position Paper on Horizon2020
- Participation to Conferences, Special Sessions
- Newsletter of the Action (3 issues)
- Journal Special Issue (Springer)
- Liaisons to URSI, 3GPP, ETSI, CTIA, Greentouch, IC905, VISTA, Earth, Greenet, Metis, Lexnet

The Chair reminded the results to be achieved during the 2<sup>nd</sup> Year Term (Jun'12-May'13), as declared and shown at ICT Annual Meeting.

#### Non-COST Members

The current Non-COST Members (13) are the following:

ComSearch (US); Motorola Mobility (US); NIST (US); NICT (JP); Tokyo Institute of Technology (JP); JAIST (JP); Tongji University (CN); BUPT (CN); ABP (CN); ICESI (CO); CRC (CA); Univ. of Montenegro (ME)\*; La Trobe Univ.\*\* (AU).

One application is still in progress (to be reviewed and accepted by MC off-line): Beijing Jiaotong University (BJTU), China

A representant of Beijing Jiaotong University was invited by the Chair to presents its Institution to the audience, to explain why they are interested in joining the Action.

#### Internal IC1004 rules

IC1004 Action follows the rules of COST as in the Vademecum provided by COST Office, but due to the Action size, some internal rules have been approved in order to properly organise meetings and activities.

##### 1) Registration / De-registration

As approved during the 2<sup>nd</sup> MC Meeting, any registered institution has access to the Member's Area of the IC1004 Web site. Institutions not contributing with at least one TD per year period (two TDs per year period in the case of non-COST) are denied access from Member's Area. If still interested, they can present a TD to any coming meeting and get re-registered.

Prior to the 6<sup>th</sup> MC Meeting a check has been done among the Institutions registered at the Action and these are the results:

- 7 Institutions have not contributed at all after 5 MC meetings
- 11 Institution have not contributed, but less than one year registered (their registration will be kept active until May 2013)
- 2 Institutions among MC members' institutions have not contributed
- All non-COST Institutions have accomplished the rule

## 2) MC Substitutions

As approved during the 2<sup>nd</sup> and 3<sup>rd</sup> MC Meeting, the substitutions of MC members to a meeting, either requiring National Coordinator nomination or not, have to be received by IC1004 Secretary at least 2 weeks prior to the meeting start date.

## 5. Report from Grant Holder responsible

The Chair reported that 41 participants (MC members, official substitutes and speakers) are entitled to be reimbursed for their attendance to the current MC Meeting (the list can be found [here](#)).

Reimbursements will be based on COST rules and the eligible participants were invited to hand their original forms to the Secretary at the end of the Meeting or send them by post by March 8<sup>th</sup>, 2013 and in any case no later than April 6<sup>th</sup>, 2013.

The MC Members were reminded that the new Online Travel Reimbursement Request is available on the e-COST tool since September 19<sup>th</sup> 2012.

The eligible participants have to:

- Fill in the reimbursement form on e-cost (using the link provided in the official ecost invitation received by email);
- Upload on e-cost the relevant receipts/tickets;
- When everything is complete on e-cost, they can download the travel reimbursement form, print it, sign it and send it by POST to the Grant Holder (or hand it to the Secretary at the end of the Meeting);
- the Grant Holder will check the forms received, make corrections (if applicable) and then proceed with the payment.

The GH reported about the Second Year Term budget (June 1, 2012 - May 31, 2013):

- A grant of 177.675 EUR have been assigned to the Action
- On July 2012 the First Year Financial Report (YFR) has been sent to the COST Office

- On Oct 2012 the First Year YFR has been validated by COST
- On Jan 2013 the First Year YFR has been duly signed by all parts
- The First installment (65% of Grant) will be transferred soon to CNIT (the reimbursements of the 5<sup>th</sup> MC Meeting have been paid based on CNIT resources)
- On Dec 2012 the European Commission Report (expenses up to Dec 31<sup>st</sup>, 2012) has been sent to the COST Office
- On Jan 2013 it has been validated by COST

The GH reported about the expenses already occurred during the 2<sup>nd</sup> Year Term and shown to the MC Members how much budget is still available to be spent for the next activities. The remaining budget could be differently assigned according to the Action needs.

Furthermore the GH reported about the next Year Term budget (June 1st 2013 - May 31 , 2014). A detailed Workplan and Budget will be prepared by the Chair and the Steering Committee and will be circulated among the MC members for comments by 8th March, 2013 (Off-Line MC Approval will be required).

Finally the MC Members have been asked to vote on keeping the Grant Holder within CNIT Administration. It was unanimously approved.

## **6. Short Term Scientific Missions (STSMs)**

Regarding the STSMs, the Chair reminded that:

- 6 STSMs have been completed so far during the second year term: Ms.Sato Telemi (T.U.Ilmenau); Mr.Joerg Nucklet (TUB); Josep Colom (TUV); Evangelios Melios (UoB); Claude Oestges (UCL); Wei Fan (Aalborg)  
The results were presented during the past MC Meetings.
- 3 STSMs are under evaluation

The Chair reminded the procedure to apply for a STSM (the applicant has to fulfill form at eCOST tool: <https://e-services.cost.eu/stsm> and then sends it to Chairman and Host Institution 6 weeks prior to the STSM start) and the evaluation procedure (the applications are evaluated by Evaluation Panel including at least three among WGs Chairs)

This is the COST IC1004 policy for the second year period:

- grant (up to 10) solid STSM proposals, prioritise using labs and host facilities, clear outcome to IC1004 and relationship with WGs objectives, longer stays (up to 4 weeks), favouring a more in-depth work.

The Call is open.

## **7. Liaisons to other Bodies/Projects**

The following liaisons have been established so far:

- Buon Kiong Lau (SE), VISTA
- Sana Salous, (UK) Vice-Chair of URSI C
- Istvan Szini (USA), CTIA
- Moray Rumney, 3GPP RAN4
- Fernando Velez (PT) IC905, TERRA
- Haibin Zhang, (NL) GreenTouch
- Luis Correia, (PT) FP7 Earth (?)
- Narcis Cardona, (ES) METIS, FOBTV
- Roberto Verdone, Newcom#, EurACON
- Alister Burr, Diwine
- Alain Sibille, Lexnet

The rapporteurs have been invited to send their reports about Projects by March 8<sup>th</sup>, 2013.

## **8. Presentation and Discussion of Technical Documents**

88 TD number requests were requested by the deadline, and 83 TDs have been finally submitted, presented and discussed by the Working Groups during the three days of the meeting plus 4 keynote speakers:

- Dr. Oliver Holland, (UK) "Cognitive Radio Opportunities for Energy Efficiency Enhancement, and Associated Challenges" (TERRA COST)
- Dr. Afif Osseiran, (Master Researcher at Ericsson); "METIS 2020, Paving the way for the Mobile and Wireless Communications system for 2020 & beyond"
- Dr. Joe Wiart, (France Telecom), "LEXNET, Reduction of Electromagnetic Fields due to Wireless Networks"
- Dr. Alfonso Fernández, (Alcatel Lucent); MONOLOC, "Indoor positioning and Mobile Networks Management"

The list of TDs can be found here: [TD list 6thMCM](#)

The plenary resumed on

**Friday, February 8<sup>th</sup> 2013, at 14.30**

and was chaired by Prof. Narcis Cardona, Chairman of the Action.

## **9. Reports from WG Chairs**

The WG and SWG Chairs were asked to report about the activities:

Prof. Claude Oestges reported about the activities carried out within WG1 ([Minutes](#)) ([Attendance list](#)).

Dr. Buon Kiong Lau reported about the activities carried out within SWG1.1 ([Minutes](#)) ([Attendance list](#)).

Prof. Alister Burr reported about the activities carried out within WG2 ([Minutes](#)) ([Attendance list](#)).

Prof. Alister Burr reported about the activities carried out within SWG2.1 ([Minutes](#)) ([Attendance list](#)).

Prof. Silvia Ruiz reported about the activities carried out within WG3 ([Minutes](#)) ([Attendance list](#)).

Prof. Narcis Cardona summarized, on behalf of the Topical Working Group Coordinator, Prof. Alain Sibille, the activities carried out within the TWGs during the Meeting.

The TWG Chairs were asked to report about the activities:

Dr. Alexander Paier reported about the activities carried out within TWG-V ([Minutes](#)) ([Attendance list](#)).

Dr. Raffaele D'Errico reported about the activities carried out within TWG-B ([Minutes](#)) ([Attendance list](#)).

Prof. Sana Salous reported about the activities carried out within TWG-U ([Minutes](#)) ([Attendance list](#)).

Dr. Pawel Kulakowski reported about the activities carried out within TWG-I ([Minutes](#)) ([Attendance list](#)).

Prof. Wim Kotterman reported about the activities carried out within TWG-O ([Minutes](#)) ([Attendance list](#)).

The WG Chairs were asked to send their Minutes in three weeks time to the Action Chair.

## **10. Training activities (TS and Tutorials)**

### TUTORIALS

The Chair recalled that the following two tutorial took place before the 6<sup>th</sup> MC Meeting:

- "LTE-Advanced HetNets simulation"

Speakers: Dr. Jose Monserrat (iTEAM-UPV),  
Mr. Oscar Carrasco (SistelNetworks)

Attended by 20 persons

- Biological Effect of Electromagnetic Radiation  
(SAR and Heat)"

Speaker: Dr. Kamya Yekeh Yazdandoost (NICT)

Attended by 19 persons

### TRAINING SCHOOLS

The Chair reminded to the audience that the following Training Schools took place during the year:

- Joint IC1004-WiserBAN Training School: "Wireless Body Area Networks"  
June 4-6, 2012, Bologna; 50 registered

- Third IC1004 Training School: "Propagation Measurement, Modelling, and OTA-Emulation", November 12-14, Ilmenau (Germany).  
41 registered // 28 grants

The following Training School is about to take place:

- Fourth IC1004 Training School: "Propagation Measurement, Modelling, and OTA-Emulation" (joint with DIWINE project)

Date: May 20-22, 2013 (Prague, Czech Republic)

Organiser: Jan Sykora (with Alister Burr and Silvia Ruiz)

Duration: 3 days

Attendees: 30 - 33 students

Grants: 25 grants are available

IC1004 support: Trainers travel costs, 25 grants for PhD and ESRs,  
organisational support (as approved in previous Meetings)

The grants criteria were reminded to the audience.

A fixed grant of 400 € will be granted to 25 training school attendees.

The selection will be based on a first come first served policy and based on the following priorities:

- 1- PhD students from COST Country Institutions (one grant per Country)
- 2- while grants available, ESRs from COST Country Institutions
- 3- while grants available, Other applicants

## **11. Dissemination Activities / Newsletter**

### Newsletter

The 3<sup>rd</sup> Newsletter edited by Prof. Alain Sibille and published in the IC1004 website has been downloaded about 240 times. The Chair invites the attendees to distribute the link among their professional contacts.

The LinkedIn group is ready and a link is posted on the Action webpage. The Chair invited to use it as a dissemination tool.

### Journals

The EURASIP Journal on Wireless Communications and Networking has published a Special Issue on "Small Cell Cooperative Communications", including some of the 1st Joint Workshop of IC1004.

URSI RADIO SCIENCE: There is a proposal from Sana Salous to edit a Special section on "Green Radio Communications". Submissions in GEMS will open on May 1, 2013 and close on July 31, 2013

### Conferences

There are some new proposals from IC1004 COST Participants to organise Special Sessions to conferences, among others:

- Luis Correia: Future Network & Mobile Summit 2013, Lisbon (Portugal), 3-5 July 2013. The participants agreed to make a proposal to the FuNeMS 2013 Workshop in the form of Special Session, with selected topics from the IC1004 current activities
- Klaus Witrisal: IEEE International Conference on Communications, Workshop on Advances in Network Localization and Navigation, Budapest (Hungary), 9-13 June, 2013
- Sana Salous: IC1004 Special Session to URSI-General Assembly, China in August 2014

A complete list of the conferences with participation of IC1004 can be found at [www.ic1004.org](http://www.ic1004.org) under "announcements"

## **12. Future meetings**

The Chair reminded about the dates of the next, already approved, MC Meetings:

- 7th MC Meeting and 2<sup>nd</sup> Workshop, 28-31 May 2013, Ilmeanu - DE



The Joint Workshop with FP7 GREENETS on "Self Organising Networks for Efficient Networks" will take place on May 28<sup>th</sup>, 2013. Furthermore on May 28<sup>th</sup> there will be a tutorial on Compressed Sensing: From Theory to Practice. The Meeting, organized by Reiner Thomae and Wim Kotterman, will take place from May 29<sup>th</sup> to May 31<sup>st</sup>.

- 8<sup>th</sup> MC Meeting, 25-27 Sept. 2013, Ghent - BE

The Meeting will be organized by Wout Joseph, Joint with VISTA (IC11002) as proposed by MC members of both Actions.

- 9<sup>th</sup> MC Meeting, February 2014 (dates to be decided), Ferrara – IT

Local organisers: Vellio Tralli, Roberto Verdone

The Chair received the following offer for 2014:

- May 2014, Aalborg, (DK), Gert Pedersen -- joint workshop
- May or September 2014, Montenegro, Milica Pejanovic

### **13. AoB**

Nothing has been reported.

### **14. Close of Meeting**

The Action Points to be performed after the end of the 6th MC and Scientific Meeting were reminded to the audience.

Prof. Narcis Cardona closed the meeting by thanking Prof. Raquel Barco and all her team for hosting the meeting and all attendees.