

Minutes of the Seventh Management Committee Meeting

COST Action IC1004 – Cooperative Communications for Green Smart Environments

Wednesday, May 29th, 2013 – Ilmenau, Germany

1. Welcome and opening formalities

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

Prof. Reiner Thoma, the Local Organizer, welcomed the audience and provided information about local arrangements.

2. Adoption of the agenda

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

3. Approval of the Minutes of the last MCM

The minutes of the 6th 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 52 MC Members (+ Chair)
- Number of registered experts so far: 461
- Number of COST country entities (institutes, etc.) currently participating: 129
- Number of non-COST countries: 7
- Number of non-COST entities (institutes, etc.) currently participating: 13 (+1)

So far the outcomes of the Action are the following:

- 7 Technical meetings, 470 TDs
- 17 STSM completed
- Organisation of 2 Joint Workshops
- Organisation of 4 Training Schools, one joint
- 6 Tutorials
- Position Paper on Horizon2020
- Participation to Conferences, Special Sessions
- Newsletter of the Action (4 issues)
- Journal Special Issue (Springer)
- Liaisons to URSI, 3GPP, ETSI, CTIA, Greentouch, IC905, VISTA, Earth, Greenet, Metis, Lexnet
- More than 100 joint publications

One joint Workshop with FP7 project "GREENETS" on Self Organising Networks Algorithms for Energy Efficiency was held in Ilmenau on the 28th of May. It was organized by Thomas Kuerner & Narcis Cardona and attended by 57 persons.

Furthermore on May 28th, 2013 a tutorial about "[Compressed Sensing: From Theory to Practice](#)" was given by Prof. Dr.-Ing. G. Del Galdo, Dr.-Ing. F. Römer and M.Sc. A. Lavrenko. The tutorial was attended by 45 persons.

The Chair asked for workshop and tutorial proposal for next meetings.

The Chair reminded the results achieved during the 2nd 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 (approved by MC, pending of CSO final approval): Beijing Jiaotong University (BJTU), China

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 2nd 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 6th MC Meeting a check has been done among the Institutions registered at the Action and these are the results:

- 6 Institutions have not contributed at all after 6 MC meetings
- 11 Institutions have not contributed, but less than one year registered (their registration will be kept active until May 2013)
- 3 Institutions among MC members' institutions have not contributed
- All non-COST Institutions have accomplished the rule

2) MC Substitutions

As approved during the 2nd and 3rd 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 38 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](#)).

Reimbursement 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 no later than June 7th, 2013.

The MC Members were reminded that the new Online Travel Reimbursement Request is available on the e-COST tool since September 19th 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 Dec 2012 the European Commission Report (expenses up to Dec 31st, 2012) has been sent to the COST Office
- On Jan 2013 the European Commission Report has been validated by COST and the First Year YFR has been duly signed by all parts
- On Feb 2013 the first installment has been received (65% of Grant) (the reimbursements of the 5th MC Meeting have been paid based on CNIT resources)
- On Mar 2013 the Intermediate Financial Report (IFR) has been sent to COST
- On Apr 2013 IFR has been validated
- On May 2013 Second installement received (35%)

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

Furthermore the GH reported about the next Year Term budget (June 1st 2013 - May 31st, 2014). The MC Members have been asked to vote on the proposal of budget assignement from COST office.

The proposal was unanimously approved.

6. Short Term Scientific Missions (STSMs) and other ESR grants

Regarding the STSMs, the Chair reminded that:

- 12 STSMs have been completed during the 2nd year term: Ms. Sato Telemi (T.U.IImenau); Mr. Joerg Nucklet (TUB); Josep Colom (TUV); Evangelios Melios (UoB); Claude Oestges (UCL); Wei Fan (Aalborg); Taimor Abbas (Lund); Thomas Jansen (TUBS); Pawel Kulakowski (AGH); Francesco Mani (ParisTech); Enrico Maria Vitucci (UniBO); Thomas Werthmann (Stuttgart).

A total amount of 14.140 € has been spent.

The results were presented during the MC Meetings.

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 3rd 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.

The Chair reminded about the *Conference Grants opportunity for Early Stage Researchers (ESR)* and the rules for applying. The Chairman, committed by the MC, assessed by the Steering Committee has evaluated the applications received and proposed the following candidate:

Mr. Wei Fan, to 2013 IEEE VTC2013-FALL (Las Vegas, USA) to present two papers:

- "3D Channel Model Emulation in a MIMO OTA Setup"
- "Channel Verification of SCME models in a Multi-Probe Based MIMO OTA Setup"

7. Presentation and Discussion of Technical Documents

60 TD number requests were requested by the deadline, and 56 TDs have been finally submitted, and will be presented and discussed by the Working Groups during the three days of the meeting.

Furthermore 3 keynote speakers have been invited:

- Prof. Dr.-Ing. Thomas Kaiser, Universität Duisburg-Essen. "Cognitive and Software Defined Radio - Status, Challenges and Future Needs".
- Dr.-Ing. Oliver Klomp, BMW AG. "Challenges and Opportunities of Vehicle Centric Communications".
- Dr.-Ing. Werner Mohr, Nokia Siemens Networks, "Future mobile and wireless communications towards 2020".

The list of TDs can be found here: [TD_list_7thMCM](#)

The Chair reminded the WG Chairs to discuss on the following topics during

technical sessions:

- Proposal or joint activities (tutorials, training schools, ect)
- Election of chairs for coming two years
- Dissemination activities (2nd white paper topics, send experts to STD Bodies)
- Review of challenges for third year term

Prof. Roberto Verdone reported about European Association of Communications & Networking (EURACON) activities.

The plenary resumed on

Friday, May 31st 2013, at 11.00

and was chaired by Prof. Roberto Verdone, Co-Chairman of the Action.

8. Reports from WG Chairs

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

Prof. Claude Oestges, re-elected as WG Chair, reported about the activities carried out within WG1 ([Minutes](#)) ([Attendance list](#)).

Dr. Buon Kiong Lau, re-elected as SWG Chair, reported about the activities carried out within SWG1.1 ([Minutes](#)) ([Attendance list](#)).

Prof. Alister Burr, re-elected as WG Chair, reported about the activities carried out within WG2 ([Minutes](#)) ([Attendance list](#)).

Dr. Jan Sykora, who was re-elected as SWG Chair, reported about the activities carried out within SWG2.1 ([Minutes](#)) ([Attendance list](#))

Prof. Roberto Verdone reported on behalf of Silvia Ruiz, re-elected as WG Chair, about the activities carried out within WG3 ([Minutes](#)) ([Attendance list](#)).

The TWG Chairs were asked to report about the activities:

Prof. Roberto Verdone, on behalf of TWG-V Chairs, reported about the activities carried out within TWG-V ([Minutes](#)) ([Attendance list](#)). The decision about TWG Chair was deferred to the next MC Meeting.

Dr. Raffaele D'Errico reported about the activities carried out within TWG-B ([Minutes](#)) ([Attendance list](#)). The decision about TWG Chair was deferred to the next MC Meeting.

Dr. Denis Rose, on behalf of TWG-U Chairs, reported about the activities carried out within TWG-U ([Minutes](#)) ([Attendance list](#)). Dr. Sana Salous was confirmed as TWG Chair; Dr. Denis Rose was newly elected as TWG Co-Chair.

Dr. Pawel Kulakowski, confirmed as TWG Chair, reported about the activities carried out within TWG-I ([Minutes](#)) ([Attendance list](#)). Dr. Klaus Witrisal was newly elected as TWG Co-Chair.

Prof. Wim Kotterman reported about the activities carried out within TWG-O ([Minutes](#)) ([Attendance list](#)). Prof. Wim Kotterman and Prof. Gert Pedersen were confirmed as TGW Co-Chairs.

The WG Chairs were asked to send their Minutes to the Action Chair.

9. WG Chairs election for the next period

See above indications on election of WG/SWGChairs and TWG Co-Chairs.

10. 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) Earth (the project is already finished)
- Alain Sibille, (FR) LEXNET
- Narcis Cardona, (ES) METIS, FOBTV
- Roberto Verdone, Newcom#, EurACON
- Alister Burr, Diwine

The rapporteurs have been invited to send their reports about Projects by June 7th, 2013.

11. Training activities (TS and Tutorials)

TRAINING SCHOOLS

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

- 1st IC1004 Training School: "Vehicular Connectivity"
May 21-23, 2012, Vienna; 45 registered // 20 grants

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

- 3rd IC1004 Training School: "Propagation Measurement, Modelling, and OTA-Emulation", November 12-14, 2012 Ilmenau (Germany); 28 attended // 28 grants

The following Training School has just taken place:

- 4th 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: 33 students

IC1004 support: Trainers travel costs, 20 grants for PhD and ESRs, organisational support (as approved in previous Meetings)

Prof. Jan Sykora reported on the Training School activities.

The following Training Schools will be organised in the next period:

- Joint IC1004/Newcom# Training School: "Fundamental Research Through Experimentation"

Date: November 25-27 or 27-29, 2013 (Barcelona, CTTC premises - Spain)

Organiser: Miquel Payaro (CTTC)

Duration: 3 or 4 days

Attendees: max 60 students

Grants: 25 grants are available

Features: 50% lecture, 50% lab sessions

Lecturers: part from IC1004, part from Newcom#

Topics: radio channel characterisation, PHY layer, Flexible interfaces, IoT applications

- 6th IC1004 Training School: "SAR, EM exposure & related issues"

Venue: Paris (Telecom Paristech)

Dates: 3 days on week 5 or 6 (Jan/Feb 2014)

Organiser: Alain Sibille (Telecom Paristech)

Attendees: 30 - 35 students

IC1004 support: Trainers travel costs, 25 grants for PhD and ESRs,

organisational support (as approved in 3rd Year Term Budget)

SHORT COURSES at EuCAP 2014

“Propagation and channel modelling for 4G” (very Preliminary title)

Joint with VISTA COST

Venue: The Hague (Netherlands)

Dates: 11 April 2014 (@ EuCAP conference)

Organiser: Claude Oestges and Thomas Kuerner

Attendees: 30 - 35 students

IC1004 support: 3-5 k€ (MC Approval required, since was not included in 3rd Year Term Budget proposal)

Prof. Claude Oestges reported to the audience about the proposed short course.

A discussion followed on budget re-allocation to cover the organization of the short course expenses. The proposal of moving 3.500 € from the Training School budget to the Meeting budget was unanimously approved.

12. Dissemination Activities / Newsletter

Newsletter

The 4th Newsletter edited by Prof. Alain Sibille and published in the IC1004 website has been downloaded about 700 times. The Chair invited 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.

Prof. Alister Burr, on behalf of Prof. Alain Sibille, reported on the activities of the Newsletter and on the papers that have been selected to be included in the next issue.

Journals

The EURASIP Journal on Wireless Communications and Networking, published in February 2013 included a Special Issue on “Small Cell Cooperative Communications”.

Conferences

- Special session on “Green radio communications”, URSI Radio Science Journal. Submission by August 31st, 2013

- Future Network & Mobile Summit 2013, Lisbon (Portugal), 3-5 July 2013. There will be a COST Special Section with selected topics from the IC1004 current activities.
- EuCAP 2014, two IC1004 convened sessions have been proposed by TWGB and WG1.

Other Dissemination Activities

- COST IC1004 Position Paper for Horizon 2020: presented during the Workshop "Future Network Technologies Research and Innovation in Horizon2020", organized by the EU Commission, Brussels June 29th, 2012. It has been very welcomed by the COST Office and the Chair was invited to write a White paper about future technologies for the next generation networks. The potential topic is: Scientific challenges towards 5G mobile communications. The idea is to have the paper ready by September 2013.

Web pages

The Chair reminded the WG Chairs to send an update description of WG activities to the Secretary before July, 7th 2013.

13. Future meetings

The Chair reminded about the dates of the next MC Meetings:

- 8th MC Meeting, 25-27 Sept. 2013, Ghent - BE (already approved in the previous Meeting)

The Meeting will be organized by Wout Joseph, Joint with VISTA (IC1102) as proposed by MC members of both Actions

- 9th MC Meeting, 5-7 February 2014, Ferrara – IT (date approved unanimously during the current MC Meeting)

Local organisers: Vellio Tralli, Roberto Verdone

The Chair received the following offer for 2014:

- May 2014, Aalborg (DK), Gert Pedersen

The Chair asked for approvation of the above venue. It was unanimously approved. The exact dates will be provided soon.

- September 2014, Montenegro (ME), Milica Pejanovic

Since Montenegro is formally a Near Neighbours Country a formal approval by the COST Office should be received.

- Any time in 2014, Dublin (IR), Dr. Conor Brennan

15. AoB

Nothing has been reported.

15. Close of Meeting

The Action Points to be performed after the end of the 7th MC and Scientific Meeting were reminded to the audience.

Prof. Roberto Verdone closed the meeting by thanking Prof. Reiner Thomae and all his team for hosting the meeting and all attendees.