

Minutes of the 12th Management Committee Meeting

COST Action IC1004 – Cooperative Communications for Green Smart Environments

Wednesday, January 28th, 2015 – Dublin, Ireland

1. Welcome and opening formalities

The plenary of the twelfth MC Meeting of COST Action IC1004 was chaired by Prof. Narcis Cardona, Chair of the Action, who opened the meeting at 9.10 am.

Dr. Brennan Conor, the Local Organizer, welcomed the audience and provided information about the city and local arrangements.

DCU President, welcomed the audience and he presented the DCU.

2. Adoption of the agenda

The [agenda](#) for the 12th MC meeting was adopted. The attendance list was circulated.

3. Approval of the Minutes of the last MCM

The minutes of the 11th MC Meeting were posted on the IC1004 website, under the section Official Documents. The minutes have been approved.

TWGV minute there was a mistake in the reporter name.

4. Status of the Action

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

- composed by 30 signatories countries (Estonia signed MoU on Sept. 2014)
- represented by 56 MC Members (+ Chair)
- Number of registered experts so far: > 600
- Number of COST country entities (institutes, etc.) currently participating: 136
- Number of COST International Partner Countries: 6
- Number of non-COST entities (institutes, etc.) currently participating: 16

(+4 in process: Samsung Korea, Huawei Technologies, Qualcomm, New York University)

- Number of COST Near Neighbour Countries: 1

The Chairman reported some statics provided by the COST Office.

4.1 Status of the Action, NCIs

Current Non-COST Members

The current approved Non-COST Members (16 +4) are the following:

Australia	La Trobe University
Canada	The Communications Research Centre
China	Academy of Broadcasting Planning
China	Beijing University of Posts and Telecommunications, Wireless Technology Innovation Institute
China	Beijing Jiaotong University (BJTU)
China	Tongji University
Colombia	Universidad Icesi
Japan	Japan Advanced Institute of Science and Technology
Japan	National Institute of Information and Communications Technology
Japan	Tokyo Institute of Technology
Japan	NTT DOCOMO, INC.
USA	COMSEARCH
USA	Motorola Mobility US
USA	National Institute of Standards and Technology
Korea	Samsung Electronics Korea

Samsung attend this meeting

Qualcom contributing to this meeting

New York University is contributing to this meeting with 4 TDs.

MC members approved New York University as a unofficial member.

4.x Report on 7th IC1004 Traininh School

Grants: 20 ESR and PhD students

4.2 Training activities

The 7th Training School on “Methods and performance metrics for assessing Vehicular Communication Systems” took place in Dublin (IE) on January 26-28, 2015. The school was organized by Erik Ström & Levent Ekiz. An average of 35 people attended the event. Finally 19 grants have been assigned to PhD students and ESRs.

4.3 Short Term Scientific Missions (STSM)

The Call is closed.

14 application received (more than the budget, that was intended for 8-10 in the year term).

- 8 Approved:
- 1 cancelled
- 2 rejected
- 3 under evaluation

To be highlighted is that the COST office agreed to move some budget from the Training school to STSMs funds.

4.4 Liaison

- Liaison statement presented and approved at 3GPP RAN4 I. Szini, W.Kotterman, G.Pedersen, T. Jamsa

- Sana Salous on behalf of IC1004 attended the Globecom panel on mmWaves. Dr. sana Salous was invited on behalf of IC1004, and the COST Officer agreed to partially fund the travel of Dr. Salous.

4.5 Future meetings and workshops

The Chair reminded about the dates of the next IC1004 events:

- 8th Training School on “Cooperative Networks”, Luxemburg. April 2015, Organisers: Symeon Chazinotas, Silvia Ruiz
- Final Meeting and Workshop date proposal: 5-7 May 2015, Valencia – ES

Local organizer: Prof. Narcis Cardona

The Local organizer presented the proposal for the Final IC1004 MC and Scientific Meeting

- 5 May: Full day Workshop (selected topics from IC1004 results)
- 6 May: WGs sessions, Technical presentations, Final Report, book review
- 7 May: Technical Plenary sessions, invited talks
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4.6 Progress Report

The Annual Progress Conferences of the ICT Domain no longer exists under Horizon2020, but the progress report is still mandatory.

WG Chairs are asked to reporting by 30th April, 2015 on the following topic:

- Results vs Objectives
- Impact, Dissemination
- Networking
- Any other relevant achievement of your WGs

4.7 Final Book. Calendar

A first draft of the book is presented. Unfortunately, some Chapter are still not ready. The Editorial board meeting will be held on 28th January, 2015.

The final version of the First draft will be ready (hopefully) by the middle of February 2015.

Future calendar

- 31 March 2015: Second draft ready
- Objective: Final Draft ready by Valencia MCM, Final version delivered to Publisher by 31st July 2015

4.8. Report from Grant Holder responsible

The Chairman reported (on behalf of GH) about the 4th Year Term budget:

- STSMs budget was increased
- Reduced the amount for training school (canceled organization of 9th TS jointly with a EC project)
- Save some from meeting

Additional budget (after closing the Action period): Book publication (applied 9650 €) – 2 speaker reimbursed to EuCNC2015 (it could be from WG3)

4.5 Meeting reimbursement

The Chair reported that 39 participants (including Chair, MC members and official substitutes) are entitled to be reimbursed for their attendance to the current MC Meeting (the list can be found [here](#)).

Reimbursement will be based on the new COST procedure and the eligible participants were invited to submit the online reimbursement form no later than February 15th, 2015.

5. Follow-up proposal

There's an Open Call to submit new proposals with deadline set on 24th March 2015 (expected extension to 31 March 2015). The e-COST tool will not be open for submission until 2-Feb, 2015.

- Procedure: One-stage submission. The proposal is reviewed by 3 experts, then consensus report is prepared by one of the 6 Panels (per knowledge area) and, in case they need to, there will be a "quality check" with the "national experts" (nominated by the National coordinators)
- Decisions taken at CSO by end of October => expected Action kick-off about Jan/Feb 2016
- 42 new Action to approve in this call
- Second call by November 2015

The objective is to have a proposal structured with the following proponents:

- 1 Main proponent (one EU expert)
- 20 COST Countries (minimum 5 over the 31)
- 1 Near Neighbour Countries
- 5 International partners (Academia and Industry)
- EU Agencies
- 2 EU RTD organisation
- 2 International organisations

In addition the call is open to Newcom# partners

Main keywords are: Knowledge share, open; Emerging talents; Transdisciplinary; Inclusiveness, opportunities, balance (gender), ...

6. Invited talks

The following invited talks have been presented:

- "Test and Trial Ireland – Exploiting Ireland's natural radio spectrum advantages" - Joe Lynch Test and Trial Ireland.
- "Future Evolution of Cellular Networks" - Dr. Holger Claussen, Department Head, Small Cells Research; Bell Labs, Alcatel Lucent Ireland.

7. Presentation and Discussion of Technical Documents

90 TD number requests were requested by the deadline, and 89 TDs have been finally submitted, and will be presented and discussed by the Working Groups during the three days of the meeting.

The list of TDs can be found here: [TD list 12thMCM](#)

The plenary resumed on

Friday, January 30th 2015, at 14.00

and was chaired by Prof. Narcis Cadona, Chair of the Action.

8. 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)

Dr. Tommi Jämsä reported about the activities carried out within SWG1.2 (Minutes) (Attendance list)

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

Dr. Jan Sykora 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)

The TWG Chairs were asked to report about the activities:

Dr. Levent Ekiz 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. Klaus Witrisal 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 to the Action Chair by February 28th, 2015.

9. Liaisons to other Bodies/Projects

- Buon Kiong Lau , COST VISTA
- Sana Salous, Chair of URSI C
- Istvan Szini, CTIA
- Moray Rumney, 3GPP RAN4
- Alain Sibille, FP7 Lexnet
- Tommi Jämsä, Narcis Cardona, FP7 METIS
- Roberto Verdone, Newcom#, EurACON
- Alain Mourad, (InterDigital), OFCOM; ETSI MWT pre-standardisation groups...
- MIWEBA, 60G (HHI)

10. Final Book Calendar, short term

The Chair reminded the "to do list" regarding the Final Book, including the future calendar.

11. Dissemination and Training activities

The next (and last) IC1004 Training School on "From HetNets to Cloud Radio Access Networks" will take place in Luxembourg on 21-23 April 2015. The school will be organized by: Symeon Chazinotas and Silvia Ruiz. Attendees: expected 35 (20 grants to ESR//students)

IC1004 support will cover:

- Trainers travel costs
- 20 grants for PhD and ESRs
- organisational support (1.500 €)

The registration and application for grants open by 1st March 2015.

Newsletters

The Chair and Prof. Alain Sibille invited to disseminate the link among contacts and to use the LinkedIn group as a dissemination tool.

12. Final Meeting and Workshop

The Chair reminded the MC Members about the date and place of the next and last MC Meeting (Valencia – May 5-7, 2015).

A workshop or two (still to be confirmed) will be organized on May 5th, 2015, within the Meeting premises.

13. Follow-up proposal

Chairman provided again information on the new procedure for COST Action proposal.

The following details were also provided:

- The Proponent: Narcis Cardona
- Proposal Writing Committee: Claude Oestges, Laurent Clavier, Katusyuki Haneda, Buon K. Lau, Luis Correia, Roberto Verdone, Levent Ekiz + 1 or 2 from N#
- Supporting Institutions, Companies, Countries: Send your willingness to participate as supporting Institution and/or contact person for your Country to chair@ic1004.org
- Participants: anybody welcome, send inputs BY 6th-FEB 2015 on any aspect of the technical annex (science, impact, networking) to chair@ic1004.org

Furthermore the proposal will be written on the following basis:

- Scope: Radiocommunication Networks
- Focus: IMT2020, 5G and beyond, Wireless IoT, ...

The summary of keywords raised from WGs discussions were shown to the audience.

14. AoB

Nothing has been reported.

15. Close of Meeting

The Action Points to be performed after the end of the 12th MC and

Scientific Meeting were reminded to the audience.

Prof. Narcis Cardona closed the meeting by thanking Prof. Conor Brennan, all his team for hosting the meeting and all attendees.