



Minutes
Management Committee Meeting
November, 16^h 2017

COST Action no. IC1403
Action Title: Cryptanalysis of ubiquitous computing systems (CRYPTACUS)
Faculty Club Huize Heyendael, Nijmegen Netherlands

The MC Chair opens the meeting at 17:00.

The secretary of the meeting is Isabelle Mesguen (Grant Holder administrative manager).

Represented countries are : Austria, Belgium, Bosnia and Herzegovina, Croatia, Finland, FYR Macedonia, Greece, Italy, Montenegro, Netherlands, Poland, Portugal, Serbia, Spain, Turkey, United Kingdom.

1. Adoption of the agenda

The MC Chair displays the agenda previously sent by e-mail to MC members and Substitutes.

The MC Chair asks whether there are new points to be included into the agenda.

The Action Scientific Officer specifies that the quorum has to be checked before the meeting starts. 17 countries are represented today out of 30 countries involved in the Action : the quorum is not reached.

2. Welcome to participants

The MC Chair thanks Lejla Batina, Veelasha Moonsamy and Irma Haerkens for organising the meeting in the University of Radboud, Nijmegen.

The MC Chair welcomes Peter Pessl, who is a new MC substitute for Austria.

He also thanks Karina Marcus, the current Science Officer of the Action, for coming to this meeting.

The MC Chair recalls that the most important documents to be taken into account for the Action are the Memorandum of Understanding (MoU) for the Action's objectives and scientific targets, the COST Vademecum for administrative rules (last version released beginning of November 2017 - available on the COST website), the Cryptacus website (www.cryptacus.eu) and the Work and Budget plan of the current Grant Period.

3. Approval of minutes and matters arising from last meeting

The minutes of the last Cryptacus meeting which took place in Sutomore, Montenegro in March 2017 will be approved through an electronical vote. An e-mail will be sent to all MC members and substitutes.

4. Update from the Action Chair

The MC Chair informs that Pascal Junod left the Cryptacus Action. Ludovic Perret is now running the website. It was updated in October. Comments are welcome.

The Action vice-Chair lets know that he did not receive much information to feed the newsletter. He specifies that proposals, job offers, and papers can be sent to him.

Karina Marcus informs that the COST office can help if we need to disseminate information and communicate on the Cryptacus Action in COST media. Silvia Alexe is the person to contact.

Acknowledgement of the COST association is recommended for publication related to the Action.

5. Update from the Grant Holder

The MC Chair presents the management committee. Katerina Mitrokotsa is in charge of the policy enforcement committee.

The Grant Holder administrative manager then explains the budget allocated and planned during this running grant period. The forecast number of reimbursed persons should be reached.

The Grant Holder administrative manager reminds the main COST rules regarding reimbursement of nights, local transport and taxi expenses and answers MC members questions.

The MC Chair shows the STSMs applications throughout the Action and informs that participants can still apply for STSMs. For this grant period, 3 STSMs already took place since May 2017, 2 are currently running and 1 is to come next month.

6. Update from the COST Association

The MC Chair informs that Karina Marcus is the new COST Scientific Officer.

She presents the new COST tool dedicated to Inclusiveness Target Countries to allow Early Career Investigators and PhD students to get grants if they give talks in European conferences not organized by a COST action. This tool excludes regional and national events. Applications must be submitted 45 days before the event. It is important to inform participants early enough if they plan to ask for grants for the next grant period. Rules are similar to the dissemination meeting rules and their number is not limited.

7. Promotion of gender balance and of Early Career Investigators (ECI)

The MC Chair informs that :

- Gender balance is nearly respected throughout the STSMs since the beginning of the action;
- ECI : 14 STSMs were paid or accepted but just one ITC was represented;
- Inclusiveness Target Countries : the first Action meeting took place in Croatia and 3 WG Vice leaders are from ITC. The fourth meeting was organised in Montenegro and the next meeting and training school will take place in Portugal.

8. Follow-up of MoU objectives

- Since the beginning of the Action, 5 MC meetings and 1 training school took place.
- One of the current aims of the action is to increase the number of STSMs which must start and end within the same Grant period. The STSM coordinator is Bart Preneel. STSMs proposals are included in the newsletter. STSMs are not only aimed at PhD students and early career investigators. Any MC member can also apply. The MC Chair explains the reasons for delays in the acceptance of STSMs.
- The MC Chair recalls the idea of a collaborative book: open access book which follows the organisation of the project, with four main parts corresponding to the working groups subjects. A publisher will be chosen (likely Springer). MC Chair and vice-chair drew the main line and will discuss with the WG leaders and vice-leaders about the organization of the work, including the selection of the proposals. A session will be organised during the Nijmegen workshop to talk about the project.

The MC Chair proposes to arrange a special meeting to get forward with the book process. The Vice MC Chair explains the possible organization of this process.

The Science Officer states that extra fund not included in the action budget can be allocated once the Action is over. She specifies that it is very difficult for her to accept a demand for a publication within the Action.

9. Scientific planning

The MC Chair presents the grant periods : the final grant period starts on May, 1st 2018 and finishes in December 2018.

The idea would be to have 2 more meetings for the running Grant period and 1 meeting in the last Grant period which will last 8 months :

April 2018 : MC meeting (invitations to be sent in December) + Workshops in Sao Miguel, Portugal + Training school organized simultaneously by Ricardo Chaves + Working session on the book.

June 2018 : Working session on Cryptacus book (location to be defined according to the authors involved)

September 2018 : Proposal for the last MC meeting + Workshop in Rennes, France
If the budget is not totally spent after the last meeting in September, it is possible to use it for an extra meeting, communication in the media for public promotion of the results of the Action (for example in Brussels with support of the COST office and of the European parliament).

10. Promotion of the Action

The MC Chair reminds the three mailing lists of the Action :

- cryptacus.mc@irisa.fr is the list of MC members
- cryptacus@irisa.fr is the list of all the members of the Action not only the MC members.
- cryptacus.newsletter@irisa.fr is the list to submit news to the person in charge of the newsletter, i.e., Julio Hernandez-Castro.

Julio Hernandez-Castro insists that it is important to use the newsletter to get some input from MC members : recent papers, organising an event, STSMs....(to be sent end of each month for the next newsletter). He would like members to participate more in this newsletter. It is a way to promote members' work.

11. AoB

No remarks from the audience.

12. Location and date of next meetings

The next meeting and workshops will take place in Sao Miquel, Portugal in April 2018 co-located with a training school organised by Ricardo Chaves.

A proposal for the last Action workshop in Rennes in September 2018 has been made.

Another meeting could be dedicated in June 2018 to the Cryptacus book if the budget can allow it.

And budget is left after the September meeting, another meeting can be organised to finalize the Action.

13. Summary of MC decisions

No decision has been taken during this meeting. The quorum is not reached.

Nijmegen MC meeting minutes will be sent in November.

The programme of the meeting in Portugal will be prepared in November.

Submission of chapters for the book can start soon as well.

The MC Chair, the MC Vice Chair and the WG leaders will define the Work & Budget plan for the final Grant period in December 2017 - January 2018. The MC Chair will then submit it to the Management committee.

Modifications after changes in the W&B Plan need to be approved by the management committee.

14. Closing

The MC Chair thanks Lejla Batina, Veelasha Moonsamy and Irma Haerkens for the organization of the meeting in Nijmegen.

The MC meeting ends at 18:20.