

**COST Action CA20124: " Maximising impact of multidisciplinary research in early diagnosis of neonatal brain injury (AI-4-NICU)"  
Management Committee Meeting  
Minutes  
23/05/2023 at 16:00:00  
virtual**

**Agenda**

1. Welcome to participants, verification of the quorum and adoption of agenda
2. Information to the MC
  - a) Recap of the minutes of the last meeting, e-votes and matters arising since the last meeting
  - b) Core Group: report from the Core Group, including delegated decisions
  - c) Action Membership: New Specific Organisations and COST Members represented in the MC
  - d) Action Participation: WG membership and applications, New MC members/Observers and provisional substitution.
  - e) Budget status: summary from the Grant Holder.
  - f) Update from the COST Association
3. Follow up and discussion on the
  - a) Action management: structure, leadership positions and other supporting roles. Mandates to the Core Group (if applicable)
  - b) Implementation of the COST Excellence and Inclusiveness Policy
  - c) Grant Awarding by the Action
  - d) Progress of each working group
  - e) Science Communication Plan
  - f) Progress on MoU Objectives, WG tasks, deliverables, and Goals for the current GP.
4. Planning
  - a) Revision of Work and Budget Plan of the current GP (if applicable)
  - b) Draft plans for the following GP(s).
  - c) Upcoming activities
5. Monitoring and Reporting to the COST Association
6. AOB
7. Summary of MC decisions
8. Closing

**2. Participants**

The Chair verified the list of participants (MC members):

**Participants**

- Maarten de Vos (Chair, MC Belgium)
- John O' Toole (MC Ireland)
- Tamara Skoric (Vice-Chair, GH Scientific Representative, MC Serbia)
- Alison O'Shea (Co-Lead for Working Group 2, Science Communication Coordinator)
- Cally Tann (MC Uganda)
- Jędrzej Bogumił Lewandowski (MC Poland)
- Andre Graca (MC Portugal)
- Marco Agostino Deriu (MC Italy)
- Marco Carulli (COST Science Officer)

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**COST Association**

International non-for-profit organisation  
Association internationale sans but lucratif  
Register of legal Entities Brussels:  
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the European Union

- Michaela Ruttorf (MC Germany)
- Nikolina Zdraveska (MC North Macedonia)
- Robertas Alzbutas (MC Lithuania)
- Steven Van Cruchten (MC Belgium)
- Ulvi Vaher (MC Estonia)

**Missing:**

- Geraldine Boylan (MC Ireland, Lead for Working Group 1)
- Önder AYDEMİR (MC Turkey, Lead for Working Group 3)
- Prof Ronny GEVA (Lead for Working Group 4)
- Paweł Kułakowski (MC Poland, Grant Awarding Coordinator)
- Orjon Rroji (MC Albania)
- Gunnar Naulaers (Lead for Working Group 2)
- Aida Sarač Hadžihalilović (MC Bosnia and Herzegovina)
- Andrea Danani (MC Switzerland)
- Daniela Blanita (MC Moldova)
- Igor Mishkovski (MC North Macedonia)
- Ilvana Hasanbegović (MC Bosnia and Herzegovina)
- Kadir Şerafettin Tekgündüz (MC Turkey)
- María Carmen Bravo (MC Spain)
- Mercedes Martínez Rebollo (MC Spain)
- Patrícia Figueiredo (MC Portugal)
- Pavle Mijović (MC Serbia)
- Ronit Pressler (MC United Kingdom)
- Ronny GEVA (MC Israel)
- Tatiana Lisnic (MC Moldavia)
- Tora Morken (MC Norway)
- Victor Sucic (MC Croatia)

### 3. Information to the MC

The Chair informed MC about the submitted application for members of the workgroup. After discussion, presented MC members concluded that a number of engineering is at a satisfactory level, but medical experts should be more involved.

Chair announce open position for Young Researcher Representative.

Vice-Chair informed all MC that is formed google-groups for WG2 member, and that work on the tasks has begun.

Steven Van Cruchten proposed that we should use the acknowledgments of our publication to increase visibility of AI-4-NICU. We agreed with whose proposal, and some members stated that they had already used it.

### 4. Activities planned for 2023

The Chair announced the conference in Cambridge, from 31<sup>st</sup> August to 2<sup>nd</sup> September 2023. Criteria for full reimbursement will be based on participation in the conference.

Unfortunately, the organization of the planned training school in June is not possible at this time.

The Chair also encouraged MC members to think about organizing the next events in 2024.

Marco Agostino Deriu (MC Italy) proposed that a training school in 2024 can be organized in Torino, Italy.

## **5. Budget summary for 2023**

GH Scientific Representatives recapitulated the allocated cost so far, 5 short term scientific mission (STSM) were approved (total cost 14.692 EUR out of 20.000 EUR), 1 dissemination conference grant (DGC) was approved (total cost 820 EUR out of 2000 EUR). She encourages MC member to use unspent funds such as ITC conference grants, open access publication (up to 5000 EUR), STSM.

## **6. Discussion**

Chair open discussion about two e-vote that will be organized:

1. In case when Grant Awarding Coordinator applies for grants, due to a conflict of interest, his/her role should be assigned temporarily to Chair action according to the COST rules.
2. For a more efficient procedure, consent is required for minor changes in the budget to be allowed without organizing and e-voting by all MC members.

## **7. End of meetings**

The Chair closed the meeting at 17h30 CET.