

Minutes of the 1st Management Committee Meeting of the COST Action

**CA21144 – SUPERCONDUCTING NANODEVICES
AND QUANTUM MATERIALS FOR COHERENT
MANIPULATION**

Online meeting – on Zoom

06/10/2022

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ACTION Status

- CSO approval: 27/05/2022
- Start date: 06/10/2022

1) Agenda

The Agenda is in Annex 1. The Objectives of the MC1 meeting are:

- Take ownership of the Action challenge
- Networking and community building
- Bring everyone to the same level of knowledge on COST
- Develop Action structure, methodology and planning

2) Participants

- Action SO (Science Officer assigned for this Action): Dr Fatima Bouchama
- Action AO (Administrative Officer assigned to this Action): Ms Jeannette Nchung Oru
- Action Chair Candidate: Dr Hermann Suderow

The list of participants is here attached as Annex 2-Attendance list. A group picture was taken with the participants here attached as Annex 3.

3) COST Action Café and debriefing

For parallel discussions, the participants were invited to join group of discussions organised around Horizontal topics listed here after:

- Communication Strategy
- Grants Awarding
- Action Events
- Stakeholder Engagement

The outcome of the discussions are summarized in the Annex 4. The Management Committee will develop further the ideas by the MC2 meeting and in the upcoming months.

4) Pre-requisites for the Decision Making

Before any decision was taken, the Administrative Officer verified that the minimum of 2/3 of the parties present, the necessary quorum was achieved allowing the Management Committee meeting to officially take place in accordance with Article 3.8 of the Annotated Rules for COST Actions (www.cost.eu/Annotated_Rules_for_COST_Actions_C).

The number of COST Members with nominations present at the meeting was : 23

The necessary quorum was achieved allowing the Management Committee meeting to officially take place in accordance with Article 3.8 of the Annotated Rules for COST Actions.

5) Election of Mandatory Leadership positions

Election of the Chair and Vice-chair and selection of the Grant Holder

MC decision: Dr Hermann Suderow (ES) elected unanimously as Action Chair

MC decision : Prof Francesco Tafuri (IT) elected unanimously as Action Vice Chair

MC decision: Universidad Automoma de Madrid selected as Grant Holder Institution, represented at the MC by the Grant Holder Scientific Representative Dr Hermann Suderow (ES).

Election of other Mandatory leadership positions

Position	Name	Country
WG1 Leader	Anna Böhmer	DE
WG2 Leader	Beena Kalisky	IL
WG3 Leader	Szabolcs Csonka	HU
Science Communication Coordinator	Daniela Stornaiuolo	IT
Grant Awarding Coordinator	Isabel Guillamón	ES

6) Discussions by the Management Committee

Action Structure

The Chair proposed that the Action should have three working groups (WG), and two committees, one for grant awarding and another one for science communication. The WGs shall be:

- WG1. Quantum Materials.
- WG2. New functionalities for sensors and devices.
- WG3. Building Quantum systems.

Furthermore, the leaders of the WG, grant awarding and science communication should be supported by a committee with at least 3 co-leaders who are also members of the MC and 2 co-leaders who are not members of the MC.

A debate followed and the proposal was approved.

Core Group constitution and mandates

The Chair proposed that the Action shall have no core group. For the main activities of the Action, the meetings, the Chair proposed to agree that each meeting shall have an organizing committee. The organizing committee should include at least 3 members of the MC and 2 non-MC members. Furthermore, each meeting shall have a scientific committee, which includes at least 15 non-MC members that are experts in the subject of the meeting.

A debate followed and the proposal was approved.

Work and Budget Plan

The proposal for the Work and Budget Plan (WBP) includes:

- Two MC meetings will be held online.
- Two in-person scientific meeting, one large and one small.
- One online meeting with scientists outside Europe.
- 8 STSM and 3 ITC grants.
- Webpage and dissemination.
- 15% FSAC.

The Chair and the Scientific Officer informed the MC that the budget of the first grant period is of 125 000 €. Details of the distribution of the budget in the WBP will be organized together with the scientific officer

of the Action, following the requirements of the e-cost system. The detailed WBP, including the distribution of the budget, will be sent to all MC members and an e-vote will be called to ask for approval.

A debate followed. The MC approved the general structure of the WBP. The MC approved that the Grant Holder shall receive all FSAC (15% of the budget).

Next MC meeting and AOB

Next MC meeting will be held in May 2023.

The evaluations for applications for STSM will be organized in collection dates. First collection date will be 31 December 2022. Subsequent collection dates will be approximately each 3 months.

A discussion about possible venues for meetings was carried out, encouraging the participation in this activity. It was agreed that the organization of a meeting in Montenegro (March-April 2023) and in Britain (September 2023) should be given priority for the first grant period. Other options were discussed, which will be presented in more detail in following MC meetings.

All WG applications were approved. MC members are encouraged to invite all interested stakeholders (students, post docs, staff, international collaborators, etc) to apply to a WG by clicking on “apply” in <https://www.cost.eu/actions/CA21144/>.

The MC agrees to meet in future online.

7) List of Annexes

Annex 1 : Agenda

Annex 2 : List of participants

Annex 3 : Group Pictures

Annex 4 : Round tables forms

Annex 5 : Meeting Slides

Minutes prepared by: Science Officer present at the meeting, elected Action Chair and elected Vice-chair.