

## **Subject | Minutes of the Sixth Management Committee and Working Group Meeting of COST Action CA15225 “Fractional-order systems; analysis, synthesis and their importance for future design”**

Online meeting via MS Teams  
24/03/2021

### **1. Welcome to participants**

The participants were welcomed by Prof. Jaroslav Koton, MC Chair of the Action.

### **2. Update from the COST Association, if a representative is present**

At the beginning of the final MC Meeting Ralph Stübner, Science Officer of the COST Action CA15225, gave a presentation (**Annex 1**) about current information in COST Association and the “tools” being offered, such as COST Academy, COST Connect. Information about the current call for new COST Action were given, where the attention also during the discussion was paid to anonymity of the proposers. The current list of COST Actions, where Ralph serves as Science Officer was shown with possibility to join these Actions as MC Member/Substitute if relevant.

### **3. Adoption of the agenda**

The agenda (**Annex 2**) for the 6th Management Committee (MC) meeting was adopted.

### **4. Establishment of quorum**

The quorum (2/3 of COST Countries participating in the Action) was not reached: only 16 out of 25 countries participating in the Action were represented in the meeting (COST doc. 134/14 “COST Action Management Monitoring and Final Assessment” Annex I, Article 8).

### **5. Update from the Action Chair**

The participants were informed about the current number of COST countries, NNCs and IPCs. With the end of COST Action, the numbers of COST countries, NNCs and IPCs did not change, as expected.

The final number of supported STSMs and ITC Conference Grants within the Action were given. In total, 56 STSMs and 12 ITC Conf. Grants were supported.

### **6. Update from the Grant Holder: Action budget status**

The budget of the 4th GP was shortly discussed, where the numbers of planned and actual finance within individual networking tools were shown. The difference between total budget plan and actual expenses was only 7168.66 EUR and represents only approx. 5.7% of the planned budget. The reasons for not using the allocation were discussed and were caused by the starting COVID-19 pandemic situation in February 2020.

The current status of the running GP was discussed. Because of the lasting and worldwide COVID-19 pandemic situation, it was not possible to use the allocated budget at all. Hence, the actual expenses for the 5th GP are 0 EUR.

## 7. COST Action Final Report

The current input data for the Final Report that has to be May 2, 2021 was discussed. Most of the required information is sufficient, but still, the sections Projects, Impact and Exploitation have to be improved. The meaning of “Exploitation” was discussed.

**T6.1** The MC are requested to provide by **April 25, 2021** their input for the **Projects** that were submitted, are under evaluation, were reviewed but not supported, are funded or already finished and fall into the period of the COST Action and deal the COST Action tasks and objectives. The information about Projects is to be uploaded into the shared doodle file (sent by email) to MC.

**T6.2** The MC are requested to provide by **April 25, 2021** their input for the **Impact** of COST Action and its networking tools to their further research activities. The information about Impacts is to be uploaded into the shared doodle file (sent by email) to MC.

**T6.3** The MC are requested to provide by **April 25, 2021** their input for the **Exploitation**, i.e. results that were or have potential for technology transfer or serve the research society, such as open access codes. The information about Exploitations is to be uploaded into the shared doodle file (sent by email) to MC.

## 8. COST Action – „Action Book“

The current progress in preparing the Action Book, the last Deliverable of the COST Action. The expected content was presented: 1st part dealing with COST Action life time, events organized, etc.; 2nd part summarizing for each Task of the Work Groups the activities in an Extended Abstract. List of these individual Tasks was reminded by highlighting those that are in progress. For each Task persons were given who are to be contacted directly (or via WG Leader) to contribute to these tasks that are primarily in progress phase.

**T6.4** The MC are requested to provide by **May 31, 2021** their input to contact persons for relevant Tasks to finalize the required Extended Abstract.

**T6.5** The contact persons are requested to send the finalized Extended Abstract to Action Chair by **June 30, 2021**.

## 9. AOB

There was no AOB to be discussed.

## 10. Invitation to the final Annual Workshop

The participants of the final MC Meeting were invited to the final Annual Workshop of the Action being held online.

## 11. Invitation to the “Goodbye party”

The participants of the final MC Meeting were invited to the “Goodbye party” being held online just after the final Annual Workshop.

## 12. Closing

The MC Chair finished the 6th MC meeting at 10:30. After the coffee/lunch break, the final Annual Workshop continues.

## 13. Tasks (#, who, deadline, to whom)

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### List of Annexes

**Annex 1-** Science Officer presentation

**Annex 2 -** Agenda

**Annex 3 -** Action Chair presentation