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IN SCIENCE AND TECHNOLOGY

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Subject | Minutes of the First Management Committee (“Kick-Off”) Meeting of COST Action IC1201 “Behavioural Types for Reliable Large-Scale Software Systems (BETTY)”

*Brussels, Belgium
26 October 2012*

1. Welcome to participants

The participants were welcomed by Dr Ralph Stübner, Science Officer for the Information and Communication Technologies (ICT) Domain at COST, and by Ms Aranzazu Sanchez, Administrative Officer for the ICT Domain. Dr Stübner chaired the first part of the meeting, including the election of the Action Chair, which was carried out under agenda item 7.

2. Adoption of the agenda

The draft agenda for the kick-off meeting was adopted (Annex 1).

3. Status of the COST Action

CSO Approval: 07/06/2012
Entry into force: 05/07/2012
End of Action: 25/10/2016
DC Rapporteur: Prof. Jan Mikkelsen
Total number of accepting Parties to date: 17
Total number of parties intending to accept: 0

4. Presentation of the delegations

The delegates presented themselves in a “tour de table” (Participants list see Annex 2). Each delegate also expressed preferences for Working Group involvement. With 15 parties present the necessary quorum was achieved allowing the Management Committee meeting to officially take place in accordance with Article 8 of the Rules of Procedure for the Management Committee (see Annex 6).

5. General information on COST mechanism and the Annual Grant Scheme



Dr Stübner gave a presentation on COST and the ICT Domain (Annex 3). Relevant information can be found on the COST website at: <http://www.cost.eu>.

Dr Stübner and Ms Sanchez then continued with an introduction to the COST Grant System (Annex 4). Relevant documentation may be found at the official COST website at <http://www.cost.eu/guidelines>, including the following reference documents:

- Rules and procedures for implementing COST Actions (COST doc. 4154/11)
- COST Grant System Vademecum (Part B)
- Progress Report and Final Report templates
- Grant Agreement Template

Lastly, Ms Sanchez informed the delegates about the principles and procedures related to the administration of COST Action grants (Annex 5).

6. Agreement on the internal rules of procedure for the Management Committee of the COST Action

The Rules of Procedure for the Management Committee (Annex 6) were presented and read by Dr Stübner from Annex II of COST 4154/11 (Rules and Procedures for implementing COST actions). The Rules of Procedure were approved by the MC.

7. Election of the Chair and Vice-Chair of the Management Committee

Dr. Simon Gay from University of Glasgow (UK) was elected unanimously as Chair.

Dr. António Ravara from New University of Lisbon (PT) was elected unanimously as Vice-Chair.

8. Election of the Grant Holder Institution & 2 Financial Rapporteurs

Grant Holder: University of Glasgow (UK) was selected as Grant Holder for the Action.

Dr. Björn Victor (SE) and Dr. Aleksandra Mileva (MK) volunteered for the role of Action Financial Rapporteurs, with unanimous approval from the Management Committee.

Dr. Stübner passed the chairing of the meeting to Dr. Simon Gay.

9. Composition and Chairs of Working Groups (WGs)

The MC members present were asked to indicate their interest in each WG, and then suggested names of other potential WG members. This resulted in the following lists of initial members for each WG.

WG1 (Foundations): Jovanka Pantovic, Jakob Rehof, Adrian Francalanza, Antonio Ravara, Ilaria Castellani, Mariangiola Dezani-Ciancaglini, Hans Hüttel, Emilio Tuosto, Daniel Hirschhoff, Johannes Börgstrom, Björn Victor, Mario Bravetti, Simon Gay, Silvia Ghilezan, Kohei Honda, Thomas Hildebrandt, Nobuko Yoshida, Naoki Kobayashi (potential external participant, Japan), Matthew Hennessy, Vasco Vasconcelos, Luís Caires, Ugo de'Liguoro, Davide Sangiorgi, Mario Coppo, Samir Chouali, Marco Carbone



WG2 (Security): Silvia Ghilezan, Jovanka Pantovic, Aleksandra Mileva, Mariangiola Dezani-Ciancaglini, Hans Hüttel, Ilaria Castellani, Tihana Galinac Grbac, James Leifer, Davide Sangiorgi

WG3 (Languages): Simon Gay, Peter Wong, Emilio Tuosto, Cveta Martinovska, António Ravara, Jakob Rehof, Mario Bravetti, Tihana Galinac Grbac, Pawel Wojciechowski, Nikos Sismanis, Adrian Francalanza, Giuseppe Castagna, Hans Hüttel, Nobuko Yoshida

WG4 (Tools and Applications): Peter Wong, Cveta Martinovska, Rafael Mayo Garcia, António Ravara, Jakob Rehof, Tihana Galinac Grbac, Nikos Sismanis, Björn Victor, Simon Gay, Thomas Hildebrandt, Marco Carbone, Kohei Honda

Although WG chairs are not required to be MC members, it was agreed to nominate provisional WG chairs who will be confirmed or replaced at the first meeting of each WG. There was one volunteer for each WG chair position, and these volunteers were approved unanimously as follows: WG1 Hans Hüttel; WG2 Ilaria Castellani; WG3 Giuseppe Castagna (not present but having previously expressed his willingness); WG4 Peter Wong. Each WG chair was invited to appoint a vice-chair, preferably an early-career researcher. Subsequently Giuseppe Castagna has appointed Luca Padovani as vice-chair of WG3.

10. Coordination of Short-Term Scientific Missions (STSMs)

It was agreed that there will be no specific committee for handling STSMs, but simply a coordinator who will propose a system for issuing calls for applications for STSMs and then prioritise the resulting applications. Silvia Ghilezan volunteered to be the STSM Coordinator and was approved unanimously.

11. Work Plan and Budget Plan for the First Year

Dr. Stübner confirmed that the budget for the first year will be €129.000. The first budget period is intended to start on 1st March 2013, to allow for the time necessary to process the financial agreements with the grant-holding institution. Each budget period will run for one year from March to March, except that the final budget period will be only 8 months, from March 2016 to October 2016 (the 4th anniversary of the kick-off meeting). It might be possible to extend the final budget period, for example in order to include a specific activity at the beginning of 2017.

The following activities for the first year, and their budgets, were discussed.

Annual workshop: this will be combined with WG and MC meetings. The budget is estimated as €20k-30k + local costs (€3k-4k + €20-30 per participant) + invited speakers at €1.5k each. Dr Stübner emphasised that registration for Action workshops must be free. It was agreed that the annual workshop will be associated with a suitable conference.

WG/MC meetings: It was agreed that MC and WG meetings will be combined on the same day, and that there will be two such meetings per year: one in combination with the annual workshop, and one at another time. The budget for an MC/WG meeting is estimated at €20k-30k, or approximately €800 per participant. It was agreed to try to organise the first MC/WG meetings in association with the ETAPS conference in Rome at the end of March 2013.





STSMs: Short Term Scientific Missions are primarily for PhD students and early-career researchers, but senior researchers may use them too. An STSM may last between 5 days and 3 months for a young researcher (funding up to €2500) and between 5 days and 6 months for a senior researcher (funding up to €3500). The funding for each STSM is a contribution, not necessarily the full cost. The MoU stated a target of 30 STSMs per year, with a duration of 1-2 weeks each. In Dr Stübner's view this is a very high number and we will not be penalised if we do not achieve it. He also said that if we exhaust the budget for STSMs before the end of the year, it might be possible to increase it. It was agreed to aim for 15 STSMs during the first year, possibly of longer duration and with an average funding of €2000, yielding a total of €30.000.

Dissemination: Dr Stübner explained that some of the Action's budget can be used for setting up and maintaining a web site; a reasonable cost would be €4000 for set-up and €1500 per year for maintenance. It was agreed that Simon Gay will be the web site manager. The web site will have a public area, for dissemination, and a private area, for discussion by Action participants. To improve the Action's visibility, the Chair and Vice-Chair can be funded to attend 1 or 2 conferences per year in order to promote the Action. Moreover, all participants in the Action should acknowledge the Action in their relevant publications. Simon Gay will set up email lists for the MC, for each WG, and for general discussion and announcements (including STSM calls).

Grant-holder support: The grant-holding institution is the University of Glasgow. Up to 15% of the science expenditure can be used to support administrative costs. This is estimated at €17k for the first year.

An approximate budget for the first year was agreed; Simon Gay will prepare the formal budget plan as required by COST. The budget below shows the costs used in the formal budget plan; these were adjusted from the approximate costs discussed during the meeting, in order to obtain the exact total required.

First annual workshop, including MC/WG meeting: (€32k attendance, €4k local costs, €3k invited speakers)	39.000
Separate MC/WG meeting: (approx. €800 per participant)	32.000
STSMs: (16 at an average cost of €2k)	32.000
Dissemination: (web site set-up €4k, web site maintenance €1.5k, conference attendance €3k, leaflets etc €1k)	9.500
Grant-holder support:	16.500
Total:	129.000

12. BEAT (Behaviours and Types) Workshop

Hans Hüttl is the principal organiser of the BEAT (Behaviours and Types) workshop, which is a new workshop being held in association with POPL 2013 in Rome in January. BEAT is intended as an event linked to the Action. It had been suggested that the first MC/WG meetings should take place on an adjacent day to BEAT, but this will not be possible because the Action's budget will not be established until 1st March. BEAT only received 3 submissions, probably because of late publicity and the fact that the submission deadline was very close to the submission deadline for ETAPS; this is not enough to make a programme of contributed papers. It was agreed to convert BEAT into a workshop similar to the Behavioural Types Workshop held in Lisbon in April 2011, by inviting contributions from selected researchers in the field. The authors of the submitted papers will be given the option of presenting their papers at BEAT or withdrawing them and submitting them elsewhere. BEAT will not produce an ACM



proceedings. It was felt that with this format, BEAT will still attract a good level of participation and will be a useful and successful event, like the Lisbon workshop.

13. Gender and Age Balance

The proportion of female participants in the Action is approximately 20%, which is good in comparison with a typical proportion of 15% or less in other computer science activities. There is also a good proportion of women on the MC. It was agreed that we should monitor this proportion in order to maintain it and perhaps improve it further.

Regarding the age balance, it was noted that there are also several young researchers on the MC. It was agreed that a large number of STSMs should be given to young researchers, and that each WG chair should appoint a young researcher as vice-chair.

14. Expansion Policy

It is expected that we act as a connecting network for European researchers working on the subject of Behavioural Types. As such, we should try to attract new members. At the same time, we should make sure that these new members are actively working on the subject of the Action, otherwise we risk losing focus and coherence and not fulfilling our commitments. A trade-off has to be found between expansion and effectiveness of our work in WGs, considering also that the funding has to be distributed (although if the number of participating countries increases sufficiently then the budget can be increased).

It is possible also to invite partners from non-European countries that have an agreement with COST (for example, Argentina). Finally, an effort should be made to attract partners from industry. We already have an industrial partner in the MC. Since this COST Action could serve as a launching pad for a subsequent FP8 project proposal, BETTY gives us a good opportunity to set up a consortium involving industrial partners. At present we are strong on foundations and less strong on putting them into practice. A first step would be to invite industrial partners to our WG meetings.

It was agreed that we should identify potential participants in new countries and encourage them to join the Action.

15. Future Meetings

It was agreed that we will try to organise the first WG/MC meeting in conjunction with ETAPS in Rome at the end of March 2013. Simon Gay will approach the ETAPS workshop organisers to discuss this possibility.

It was suggested that the second WG/MC meeting could take place in Madrid in conjunction with SEFM (Software Engineering and Formal Methods) at the end of September 2013.