

## **COST ACTION FP1005**

### **“Fibre suspension flow modelling - a key for innovation and competitiveness in the pulp & paper industry”**

#### **Minutes of the 2ND Management Committee Meeting**

**LEMETA, INPL**

**2 av. de la Forêt de Haye - Vandoeuvre-les Nancy, Nancy, France**

**13 October 2011**

1. Welcome to participants
2. Adoption of the MC meeting agenda
3. Presentation of the delegations
4. News from the Chair (C. Marchioli)
5. Report from the Administrative Officer (C. Azevedo)
6. Nomination and selection of new experts
7. Training school 2012 on experimental methods at VTT and KTH
8. Short Term Scientific Missions (STSM)
9. Dissemination
10. Action website
11. Place and date for the next MC Meeting
12. Any Other Business (AOB)
13. Closing

#### **1. Welcome**

The participants of the Management Committee (MC) meeting were welcomed by the Action Chair, Dr Cristian Marchioli. Meeting opens at 16:30.

#### **2. Adoption of the MC meeting agenda**

The agenda of the meeting was approved without changes or additions by the MC members.

#### **3. Presentation of the delegations**

A total of 19 participants from the following 13 Parties attended the meeting: Austria (AT), Finland (FI), France (FR), Germany (DE), Italy (IT), Netherlands (NL), Norway (NO), Poland (PL), Portugal (PT), Romania (RO), Slovenia (SL), Sweden (SE), Switzerland (CH).

With 13 of the 15 (87%) Parties having accepted the MoU to date represented at this meeting

the quorum of 2/3 required under the COST rules (specifically COST 4159/10 Annex II Article 8) is attained.

The COST Office was represented by the Administrative Officer of the COST Domain on Forests, their Products and Services, Cassia Azevedo. The list of participants in the meeting is presented in Annex 2, their contact details can be found on the COST website at [http://w3.cost.eu/index.php?id=183&action\\_number=FP1005](http://w3.cost.eu/index.php?id=183&action_number=FP1005). New MC members from Romania introduced themselves and their main research interests related to the COST Action.

#### **4. News from the Chair (C. Marchioli)**

The Chair presented to all participants the Action's background, objectives, scientific program and focus areas. The Chair informed that, up to the date of the meeting, 15 countries are included in the Action. New countries (Israel, Denmark) requested the participation, while other groups (belonging to participating countries) joined the Action after the Action's kick-off MC meeting. The total number of Action participants up to the date of the meeting is 57 (25 in WG1, 15 in WG2, 25 in WG3). The presentation is found in Annex 3.

#### **5. Report from the Administrative Officer (C. Azevedo)**

The Administrative Officer presented to the participants an update on the status of the COST Action in terms of participants from both COST and non COST countries, on the financing framing, on formalities for meeting planning as well as some informations about new COST documents and next collection dates for the year 2012. The presentation is found in Annex 4.

#### **6. Nomination and selection of new experts**

The MC decided that new experts and new participants can be selected and nominated upon decision of the leader of the working group in which the expert/participant will be included and by the Action Chair.

#### **7. Training school 2012 on experimental methods at VTT and KTH**

##### **7.1 Presentation of current schedule**

One of the training school organizers (F. Lundell) updated the MC on the training school schedule, expected number of lecturers and attendees. Upon suggestion of Prof. J. Hamalainen, the MC approved that the training school be also supported by ERCOFTAC through SIG43.

##### **7.2 Selection of lecturers and attendees**

The MC approved that Prof. Bob Powel (UC Davies, USA) is invited as lecturer.

#### **8. Short Term Scientific Missions (STSM)**

##### **8.1 STSM approval**

The MC evaluated the following STSM applications, which were submitted during the first call (deadline: September 1, 2011):

Beneficiary: Ms. Carla Cotas (STSM #9129)

Beneficiary: Mr. Gregorz Kondora (STSM #9164)

The MC approved both applications.

##### **8.2 STSM selection and approval procedure**

The MC decided that STSM applications will be selected and approved according to the following procedure:

- the STSM coordinator makes a preliminary sorting among applications, selecting those that should be approved and hence funded based on the following criteria:
  - Scientific relevance of the proposal and affinity to the Action's activities and aims
  - One beneficiary per country
  - One beneficiary per institution
  - Cost of the STSM
  - First-come, first-served
- the STSM coordinator notifies the Core Group members sending them an e-mail with the list of all applications, separating those that should be approved and funded from those that should be rejected
- the Core Group members respond indicating whether they accept or not the selection suggested by the STSM. If one member disagrees, then he/she must indicate clearly the reasons. If the Core Group members do not react within five working days upon notification, then the suggested selection is accepted.

## **9. Dissemination**

### **9.1 Book/Guidelines**

The MC decided to postpone the making of a book (or guidelines) on "Fibre suspension flow modelling". It is decided that each working group leader will write a summary in the form of a 1-page scientific report on the state of the art in each Scientific Area of the Action and on the spectrum of WG activities that are carried out within the Action, with specific focus on the knowledge database that will be produced through test cases.

### **9.2 Annual report**

The Chair informs the MC members that he will send a message requiring the information necessary to prepare the annual report that is due by the end of 2012.

### **9.3 Dissemination strategies**

The following strategies to advertise the Action activities were suggested:

- Submit a contribution to top-notch scientific journals in the pulp & paper community (e.g. TAPPI Journal, Nordic Journal of Pulp & Paper Research)
- Contact Pulp & Paper Research Centers in Italy (Milan) and Norway (Trondheim)
- Present the Action and its activities at the Symposium on "Rheology of nano and fiber composites", which will take place during the XVIth International Congress on Rheology (Lisbon, August 5-10, 2012). An abstract will be submitted.

## **10. Action website**

### **10.1 Report on current state (C. Marchioli)**

The Chair informed the MC that the Action's website is being prepared and is planned to be online mid-november at the link [www.fp1005.cism.it](http://www.fp1005.cism.it).

### **10.2 Discussion on further development and content**

Detailed discussion on the website content has been postponed after its publication. It is however suggested to update the website with useful information such as publications, scientific achievements, job opportunities, etc.

The available pdf version of the presentations given during the meeting will be uploaded in the website.

## **11. Place and date of next meeting**

### **11.1 Next meeting**

The MC decided that the next meeting of the Action would be:

Date	Event	Location	Justification
29-30 March 2012	Joint MC-WG meeting	COST Office Brussels, BE	Accessibility and cost of flights

The MC decided that participation fees for this meeting must not exceed € 600 for members of the Action and that the accommodation reimbursement rate would be €120/night.

The WGs will organize parallel meetings on Thursday, March 29, 2012 in the afternoon (tentative meeting hours: 14:30 – 17:30).

The MC meeting will be held Friday, March 30, 2012 in the morning (tentative meeting hours: 9:30 – 12:00).

Lunches will be provided by the COST Office. Only 1 meal and 1 night will be reimbursed.

## **12. AOB**

### **12.1 Definition of test cases**

Test cases will be defined by each WG. Each WG will select at least one test case, relevant for the scientific area of interest. Selection will be done during the technical discussion scheduled on the second day of the meeting. It is underlined that industrial input is vital to select test cases, which should be chosen to cover all needs within the different scientific areas.

### **12.2 Tour de Table**

Postponed after the WG meetings.

## **13. Closing**

The MC meeting closed at 19:30.

Cristian Marchioli  
Chair  
COST Action FP1005

## ANNEXES

### Annex 1: Meeting Agenda

[http://www.fp1005.cism.it/downloads/FP1005\\_MC2\\_2011\\_10\\_13-14\\_Agenda.pdf](http://www.fp1005.cism.it/downloads/FP1005_MC2_2011_10_13-14_Agenda.pdf)

### Annex 2: Attendance List

NAME	STATUS	e-MAIL	NAME	STATUS	e-MAIL
Andrea Vig	Scientific Rapporteur	<a href="mailto:avig@mail.bme.hu">avig@mail.bme.hu</a>	Cassia Azevedo	Administrative Officer	<a href="mailto:cassia.azevedo@cost.eu">cassia.azevedo@cost.eu</a>
Helge Andersson	MC Member Norway	<a href="mailto:helge.i.andersson@ntnu.no">helge.i.andersson@ntnu.no</a>	Dariusz Asendrych	MC Member Poland	<a href="mailto:darek@imc.pczest.pl">darek@imc.pczest.pl</a>
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### Annex 3: Presentation of Chair

[http://www.fp1005.cism.it/presentations/nancy/ActionPresentation\\_CM.pdf](http://www.fp1005.cism.it/presentations/nancy/ActionPresentation_CM.pdf)

### Annex 4: Presentation of the Administrative Officer

[http://www.fp1005.cism.it/presentations/nancy/CassiaAzevedo\\_AO.pdf](http://www.fp1005.cism.it/presentations/nancy/CassiaAzevedo_AO.pdf)