

**MINUTES FROM THE 7th MANAGEMENT COMMITTEE
MEETING OF
COST Action IC 1104**

Random Network Coding and Designs over GF(q)

Istanbul

06 November 2015

13:45 – 16:00

1. Welcome

Prof. Mario-Osvin Pavcevic, Vice Chair of Action IC1104, welcomed the participants and opened the meeting. The Vice Chair thanked the organizers of DARNEC for organizing the very successful conference and working group meetings.

A quorum (2/3 of Parties) was not reached: representatives of 15 countries out of 27 attended the meeting: these countries are Belgium, Croatia, Denmark, Finland, Germany, Ireland, Israel, Portugal, Serbia, Slovakia, Spain, Sweden, Switzerland, Turkey, United Kingdom. The list of participants is given in **Annex 2**.

2. Adoption of the agenda

The Agenda listed in **Annex 1** was adopted without any amendment.

3. Approval of the minutes of the MC Meeting at Kloster Banz on March 20th, 2015

The Minutes of the previous MC meeting (Kloster Banz, Germany) as listed in **Annex 3** were adopted by the present members without any amendment.

4. Update from the Action Chair

a. Status of the COST Action

The Vice Chair informed the present MC members that the last year's budget has been cut to 75% of the budget that was discussed in the previous MC meeting in Kloster Banz. This cut has been imposed by the COST office in Brussels for the last year of the Action due to the fact that this Action fourth year lasts only 9 months. For this reason, plans for an additional meeting in London, which had been suggested by Prof. Simon Blackburn, had to be cancelled. Moreover both DARNEC and the Actions final conference in Dubrovnik have undergone an according budget cut, which has also affected the current year's budget for STSMs. All these budget reallocations have been communicated before and taken into account when voting for the 4th year Work-and-Budget plan.

b. STSM Status

Prof. Alfred Wassermann, the STSM coordinator, reported that at the current MC meeting the amount of approved STSMs during the third Grant Period was EUR 20,235.00. It's slightly overspent. A total of 10 STSMs had been carried out. The following is a detailed table with all STSMs of the third year.

Name	Home Institution	Host Institution	ECI	Period	Amount (EUR)	Title
Grant Period 3: 2014-2015						
Dr. Andrea Svob	University of Rijeka, HR	Ghent University, BE	Y	01/09/2014-29/11/2014	2500.00	Random Network Coding and Designs over GF(q)
Mr. Roland David Barrolleta	Universitat Autonoma de Barcelona, ES	Ghent University, BE	Y	01/09/2014-31/10/2014	2500.00	Design and Coding Theory
Mr. Emilio Suarez Canedo	Universitat Autonoma de Barcelona, ES	Ghent University, BE	Y	01/09/2014-31/10/2014	2500.00	Design and Coding Theory
Mr. Amaro Barreal Fernandez	Aalto University, FI	University of Zurich, CH	Y	17/11/2014-19/12/2014	2500.00	Algebraic Methods for (Physical Layer) Network Coding
Dr. Jens Zumbragel	Dresden University of Technology, DE	University of Tartu, EE	Y	22/09/2014-04/10/2014	1185.00	Non-binary Linear Batch Codes
Pr. Camilla Hollanti	Aalto University, FI	University of Zurich, CH	N	23/11/2014-19/12/2014	900.00	Physical Layer Network Coding
Dr. Ragnar Freij	Aalto University, FI	University of Zurich, CH	Y	24/11/2014-19/12/2014	2500.00	Studying group codes with Professor Joachim Rosenthal
Mr. Gwezheneg Robert	Universite de Rennes, FR	Aalto University, FI	Y	23/02/2015-03/04/2015	2500.00	Application of Gabidulin codes in characteristic 0 to physical layer network coding
Dr. Ago-Erik Riet	University of Tartu, EE	Ghent University, BE	Y	04/16/2015-30/06/2015	2500.00	Constructions of random network codes
Dr. Cedimir Stefanovic	Aalborg University, DK	University of Novi Sad, RS	Y	24/05/2015-13/06/2015	650.00	Coding paradigms and analogies for the multiple access channels

Prof. Wassermann also reported that after a call organized by the Action Chair at the beginning of the fourth Grant Period, 5 applications for STSMs have been filed for the current year. None of these has been rejected, although a few of these suffered funding

reductions due to the mentioned budget cut, adding altogether to EUR 7,100.00 which is a slight overspent in comparison to the planned EUR 6,400.00.

c. News about the Vademecum

n/a

5. Promotion of Early Career Investigator (ECI), Gender Balance

During the third Grant Period promotion of ECIs has been reached as these 10 STSMs were given to 9 ECIs. The gender distribution was 2 female and 8 male researchers. This reflects the gender balance in the entire Action; gender balance considerations have been taken also for the list of supportees of the current DARNEC meeting.

6. Update from Grant Holder

Due to the affiliation change of the chair Prof. Marcus Greferath, the scientific representative at the grant holder's Institution (UCD) had to be renominated. Dr. Eimear Byrne has kindly taken this role for the final year of the Action. Dr. Pavcevic reported on the use COST's Strong Authentication system for submitting Travel Reimbursement Request forms online. He pointed out that in a little number of cases, participants ran into smaller problems regarding claims based on this authentication method.

7. Update from the COST Office

No representative of the COST Office was present during this MC meeting. There was no update from the Cost Office in Brussels.

8. Update from DC Rapporteur

The DC Rapporteur was not present to provide an update. There was no update from this rapporteur.

9. Follow-up of MoU objectives: Progress reports

- a. Working Group I and IV – reported by T. Etzion and J. Rosenthal**
See Annex 4.
- b. Working Group II – reported by A. Vazquez Castro**
See Annex 5.

c. Working Group III – reported by S. Blackburn

See **Annex 6.**

d. Working Group V – reported by C. Hollanti

See **Annex 7.**

10. Scientific Planning

a. Final Action Dissemination (FAD)

Prof. Pavcevic informed the present members of the MC that the chair had filed an application for FAD additional funding over 10,000EUR, and that the chair is currently in communication with Springer regarding a possible publication of the Action after its final conference in Dubrovnik in April 2016.

Based on this, there was a lively discussion regarding the FAD planning and the possible aspects to consider when filing such a publication. Prof. Tuvi Etzion recommended a careful planning of the contents of a Springer volume and pointed out that the respective discussion might be difficult to lead via the Web. Also, there might occur difficulties in structuring this publication given the variety of topics to cover – many of them purely theoretic, others highly applied. Prof. Angeles Vazquez-Castro recommended taking care for a coherent structure of any envisaged survey contributions. Dr. Eimear Byrne emphasized the positive impact and profit of the applicative engineering point of view to the mathematicians contributing to the research of network coding. Most discussants showed enthusiasm towards this publication, but also the willingness to apply high standards notably above average and invention considering its contents and usefulness. The discussions should continue and younger researchers should be involved in creating this volume.

b. Update by M. Pavcevic regarding the Action's final conference in Dubrovnik, Croatia.

The Action's Vice Chair Prof. Mario Pavcevic gave a presentation about the structure and venue of the Action's final conference in Dubrovnik, Croatia. This meeting will take place from 4th till 8th April 2016. He also informed the MC members about details regarding accommodation opportunities, registration and a pre-final list of invited speakers. A website has been created for this conference, and it is visible within the Action's website; for more details see: <http://www.network-coding.eu/dubrovnik>.

c. Further Dissemination reporting

Angeles Vazquez-Castro reported on her representing the Action in a Dissemination Meeting at IETF – IRTF Research Group on Network Coding on July 2015 in Prague, Czech Republic.

11. Requests for new members

There have not been any new requests.

12. Non-COST applications to the Action

There have been no further non-COST applications filed to this Action.

13. AOB

n/a

14. Location and date of next meeting

The MC will have its next and final meeting on April 8th (Friday) 2016 in Dubrovnik (Croatia), following the final conference of the Action at the same location.

15. Summary of MC decisions

n/a

16. Closing

The MC Vice Chair thanked all MC members present and closed the meeting at 16:00.

List of Annexes

Annex 1: Agenda of current meeting

Annex 2: Signed list of the participating Management Committee members

Annex 3: Minutes of the MC meeting in Banz (March 2015)

Annex 4: Progress report for WG 1 and WG 4

Annex 5: Progress report for WG 2

Annex 6: Progress report for WG 3

Annex 7: Progress report for WG 5

Annex 8: Result of MC voting regarding list of supportees in Dubrovnik meeting (23.01.2016, unanimous)

Annex 9: Result of MC voting regarding Budget amendment (15.02.2016, unanimous)