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NGB 14 minutes

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Minutes of the SoftComp Network Governing Board meeting 14

Participants: A.Arbe (20), P.Beales (11), R.Cardinaels (44), F.Carsughi (SoftComp Project Manager), C.Clasen (14), M.Cloitre (34a), J.Colmenero (20), J.Dhont (1b), S.Egorov (2), G.Gompper (1c), C.Hanske (47), M.Roulet (28), G.Fragneto (45), T.Kodger (41), M.Oettel (48), A.Patkowski (24), W.Paul (39), W.Poon (12), L.Ramos (18b), D.Renggli (49), F.Schmid (2), A.Schmidt (7), P.Schurtenberger (42), J.Sprakel (41), C.Udoh (33), E.van Ruymbeke (37), D.Vlassopoulos (23), K.Voitchovsky (46), A.Wenzik (SoftComp Communication Manager), R.Winkler (1c).

Representatives of the following groups were absent:

- 1a – Forschungszentrum Jülich, Germany
- 6 – Univ. Göttingen, Germany
- 8a – Univ. Utrecht, The Netherlands
- 15 – Institute Curie, France
- 18d – CNRS Le Mans, France
- 19 – Univ. Vigo, Spain
- 27 – Schlumberger, United Kingdom
- 32 – Solvay, France
- 34a – EPCI Leibler. France
- 35 – Univ. Fribourg, Switzerland
- 38 – Malvern Instruments, United Kingdom
- 43 – Univ. Luxembourg, Luxembourg
- 44 – TU Eindhoven, The Netherlands
- 50 – Univ. Napoli, Italy

Supporting documents: NGB-14-AD01-FC-v01.pdf
 NGB-14-AD02-FC-v01.pdf

Prior to the meeting, the agenda was made available on the SoftComp web portal together with the attached document on May 17, 2017.

The meeting took place in the room 6 of the San Servolo island, Venice, Italy, on May 30, 2017, from 18:30 to 19:40.

AGENDA

- | | |
|---|---------------------------------------|
| 1. Approval of the present agenda | G.Gompper |
| 2. Approval of the minutes of the NGB meeting 13, June 8, 2016, Ancona, Italy (document NGB-14-AD01-FC-v01.pdf) | G.Gompper |
| 3. Check of the actions | F.Carsughi |
| 4. Report on the last SoftComp period <ul style="list-style-type: none">- General information- SoftComp finances- Applications to the SoftComp programmes (document NGB-14-AD02-FC-v01.pdf) | G.Gompper F.Carsughi F.Carsughi |
| 5. International Soft Matter Conference | G.Fragneto |
| 6. SoftComp communications | A.Wenzik |
| 7. SoftComp Annual 2017 meeting | F.Carsughi |
| 8. AoB | |

Minutes of the SoftComp
Network Governing Board 14 Meeting
Venice, Italy, May 30, 2017

The meeting started at 18:30.

Item 1: Approval of the present agenda

The proposed agenda was unanimously accepted.

Item 2: Approval of the minutes of the NGB meeting 13, June 08, 2015, Ancona, Italy

The proposed minutes were unanimously accepted.

Item 3: Check of the actions

No update of the SoftComp Research Road Map available.

Item 4: Report on the last SoftComp period

SoftComp applications

The applications submitted and approved by the SoftComp Consortium together with the committed costs by the SoftComp programmes are reported in the table below. The table in this chapter refers to the situation on December 31, 2016.

| | Gender funds | Research visits | Dissemination and Educational programme | Total |
|-------------------------------------|--------------|-----------------|---|-------------|
| Submitted | 5 | 61 | 80 | 146 |
| Approved | 3 | 53 | 68 | 124 |
| Paid in year 1 | 0 | 4 | 3 | 7 |
| Paid in year 2 | 1 | 6 | 4 | 11 |
| Paid in year 3 | 0 | 7 | 10 | 17 |
| Paid in year 4 | 1 | 5 | 7 | 13 |
| Paid in year 5 | 0 | 0 | 15 | 15 |
| Paid in year 6 | 1 | 4 | 8 | 13 |
| Paid in year 7 | 0 | 0 | 4 | 4 |
| Pending | 0 | 13 | 9 | 22 |
| Committed costs SoftComp programmes | 0,00 € | 13.226,00 € | 40.000,00 € | 53.226,00 € |

SoftComp finances

The new SoftComp Consortium has closed the SoftComp year 7 (self-financing) with overall costs of 107.762,30 €. The costs have been audited by an external German company.

| Description | Allocated | Audited costs |
|---|------------|---------------|
| Annual meeting | 70.000,00 | 50.861,87 |
| Audit | 1.000,00 | 920,00 |
| Communication | 36.165,00 | 25.087,00 |
| Dissemination and Educational programme | 54.800,00 | 29.000,00 |
| Management | 2,59 | 73,58 |
| NCC | 0,00 | 0,00 |
| Research Visits programme | 12.219,85 | 1.819,85 |
| Gender funds | 0,00 | 0,00 |
| Reserve | 0,00 | 0,00 |
| Total | 174.187,44 | 107.762,30 |

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The status of the payment of the SoftComp fees for the period January 1 – December 31, 2016, (update 19 April 2017) is reported here below.

| N | Group | Expected | Paid |
|----------|------------------------|-------------------|-------------------|
| 1° | FZJ - Richter | 2.500,00 | 2.500,00 |
| 1b | FZJ - Dhont | 2.500,00 | 2.500,00 |
| 1c | FZJ - Gompper | 2.500,00 | 2.500,00 |
| 2 | Univ. Mainz | 2.500,00 | 2.500,00 |
| 6 | Univ. Göttingen | 2.500,00 | 2.500,00 |
| 7 | Univ. Köln | 2.500,00 | 2.500,00 |
| 8 | Univ. Utrecht | 2.500,00 | 2.500,00 |
| 11 | Univ. Leeds | 2.500,00 | |
| 12 | Univ. Edinburgh | 2.500,00 | 2.500,00 |
| 14 | K.Univ. Leuven | 2.500,00 | 2.500,00 |
| 15 | Institut Curie | 2.500,00 | 2.500,00 |
| 18b | CNRS Montpellier | 2.500,00 | 2.500,00 |
| 18d | CNRS Le Mans | 2.500,00 | 2.500,00 |
| 19 | Univ. Vigo | 2.500,00 | 2.500,00 |
| 20 | Univ. Basque Country | 2.500,00 | 2.500,00 |
| 23 | FORTH | 2.500,00 | 2.500,00 |
| 24 | Univ. Poznan | 2.500,00 | 2.500,00 |
| 27 | Schlumberger | 5.000,00 | 5.000,00 |
| 28 | Unilever | 5.000,00 | 5.000,00 |
| 32 | Solvay | 5.000,00 | 5.000,00 |
| 33 | Imperial College | 2.500,00 | 2.500,00 |
| 34° | ESPCI - Leibler | 2.500,00 | 2.500,00 |
| 34b | ESPCI – Tribet/Monteux | 2.500,00 | 2.500,00 |
| 35 | Univ. Fribourg | 2.500,00 | 2.500,00 |
| 37 | C.Univ. Louvain | 2.500,00 | 2.500,00 |
| 38 | Malvern Instruments | 5.000,00 | 5.000,00 |
| 39 | Univ. Halle | 2.500,00 | 2.500,00 |
| 41 | Univ. Wageningen | 2.500,00 | 2.500,00 |
| 42 | Univ. Lund | 2.500,00 | 2.500,00 |
| 43 | Univ. Luxembourg | 2.500,00 | 2.500,00 |
| 44 | T.Univ. Eindhoven | 2.500,00 | 2.500,00 |
| 45 | Univ. Durham | 2.500,00 | 2.500,00 |
| 46 | ILL | 2.500,00 | 2.500,00 |
| 47 | CICBiomaGUNE | 2.500,00 | 2.500,00 |
| 48 | Univ. Tuebingen | 2.500,00 | 2.500,00 |
| 49 | ETH | 2.500,00 | 2.500,00 |
| 50 | Univ. Naples | 2.500,00 | 2.500,00 |
| | Total | 102.500,00 | 100.000,00 |

FC informed that due to a misunderstanding with the FZJ administration the invoice to Univ. Leeds for the 2016 fee was issued in 2017.

The funds available to SoftComp on December 31, 2016, was as high as 477.615,28 €.

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SoftComp year 8

The foreseen and booked (from January 1 until May 11, 2017) costs are reported in the table below. According to the proposal of the NCC, the proposed foreseen budget for the year 8 differs from the proposal in the attached document NGB-14-AD02-FC-v01.pdf for the following items:

- Dissemination and Educational programme: increase of 4.000 € of other foreseen costs year 8
- Gender funds: increase of 500 € as other foreseen costs year 8
- Reserve: reduction of 500 € as other foreseen costs year 8

| Description | Booked in year 7 (12.05.2017) | Committed costs | Other foreseen costs year 8 | Total foreseen costs |
|---|-------------------------------|------------------|-----------------------------|----------------------|
| Annual meeting | 2.780,67 | | 80.219,33 | 83.000,00 |
| Audit | | | 1.000,00 | 1.000,00 |
| Communication | | 14.950,00 | | 14.950,00 |
| Dissemination and Educational programme | 13.400,00 | 40.000,00 | 24.000,00 | 77.400,00 |
| Management | | 0,00 | 0,00 | 0,00 |
| NCC | | | 1.000,00 | 1.000,00 |
| Research Visits programme | 4.061,98 | 13.226,00 | 5.000,00 | 22.287,98 |
| Gender funds | | 0,00 | 500,00 | 500,00 |
| Reserve | | | 1.862,02 | 1.862,02 |
| Total | 20.242,65 | 68.176,00 | 115.581,35 | 202.000,00 |

During the SoftComp year 8 the foreseen costs will exceed the incomes by 97.000 €. FC stressed the point that likely not all the committed costs will be cashed. The NGB Members approved the proposed foreseen budget for the year 8 unanimously.

Item 5: International Soft Matter Conference

GF reported on the organization of the ISMC 2016:

- 800 submitte abstracts
- 8 plenary lectures
- 24 keynote lectures
- 116 contributed talks
- 500 posters (2 sessions)
- 800 participants (218 students)
- 36 sponsors

Three awards have been assigned:

- EPJE Pierre-Gilles-De Gennes Lecture prize assigned to Regine von Klitzing, TU Berlin
- Soft Matter Award assigned to Damien Baigl, ENS Paris
- IUCr Young Scientist Award

The budget is described in the table below:

| | Expenses | | Incomes |
|--------------------------|-------------------|----------------------|-------------------|
| Insurance | 733,95 | Conference fee | 283 105,00 |
| Brochures & Publications | 7 893,42 | SUBV. EXPL. Workshop | 95 718,00 |
| Administration | 920,87 | | |
| Travel costs | 112 292,04 | | |
| Outsources | 207 580,20 | | |
| Personnel | 46 500,00 | | |
| TOTAL | 375 920,48 | | 378 823,00 |

The distribution of the submitted abstracts is reported here below.

GG explained that the SoftComp partner Univ. Durham had considered to host the ISMC 2019, however, due to the logistic difficulties, it gave up.

As the previous ISMCs took place in Germany, Spain, Italy and France, the natural evolution, as far as the country is concerned, would be United Kingdom. WP promised to consider this possibility and will enquire for availability and prices at the Univ. Edinburgh: **action WP**.

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In order to be ready in case the attempt above will not be successful, GG suggested that other potential SoftComp groups interested of organizing the ISMC 2019 shall contact the SoftComp management. The expected fee for the ISMC 2019 should not be too high and it should be around 500 €.

Item 7: SoftComp Communications

AW showed the new SoftComp web portal under development. AW also explained that the new SoftComp Newsletter, both in electronic as well as in paper version, will wait for the new web portal as it has the new graphic layout developed jointly for the Newsletters and for the web portal.

The content of the Newsletter does not foresee any long articles, but three short ones.

The new web portal has a responsive design, very flexible on all platforms (laptop, desktop, smartphone and tablet).

PS, the Experimental Research Platform Leader, has explained that any attempt to maintain the pages of the present SoftComp portal updated in terms of instrumentation available at the SoftComp partner laboratories has failed. Therefore, it was decided to avoid any detail in the pages and only refer to keywords and techniques that each partners may choose for describing the instrumentation available in their laboratories. Furthermore, a link to their home pages will be also applied.

GG suggested to use the opportunity of the new web portal to network more efficiently and improve the SoftComp image.

FC explained that the new portal has also a SoftComp user area, similar to the current one. The system is under development and it is already in a good stage. After few weeks of test, FC will look for volunteers (**action FC**) to check the following procedures:

- Registration
- Application submission
- Application review
- Notification
- Forum

GG reported that despite the biannual request to send scientific highlights, the response is very poor and mainly concentrated on few SoftComp groups. GG therefore exhorted to send the scientific highlight as soon as good results are available, without waiting for the call.

Item 8: SoftComp Annual meeting 2018

No applications for organizing the SoftComp Annual meeting 2018 has been submitted.

Proposals will be distributed soon to the scientists in charge of the SoftComp group for a decision: **action FC**.

The presents voted (more than one preferences per delegate was possible) for the period, and the results are shown in the table below:

| | |
|-------------------|----|
| Beginning of May | 4 |
| Middle of May | 2 |
| End of May | 14 |
| Beginning of June | 6 |
| Middle of June | 5 |

The end of May got the largest number of preferences, however a check with possible overlaps with other European large Soft Matter conference should be performed: **action FC**. Offers shall be collected: **action FC**.

Item 9: AoB

GG reminded that the SoftComp Topical Workshops are very important, and the goal is to receive about 5 applications to select 3 of them. The applications are short and easy to write, and it is worth to make a small joint (they have to be co-organized by at least 2 SoftComp partners) effort for it.

The meeting ended at 19:40.