



Supervisory Board Meeting, 12th March 2021, 1.30 pm (UTC) Held by Zoom videoconference

Minutes of the Meeting

In attendance: Tony Parsons (Chair), Laura Turnbull-Lloyd (Coordinator and Chair of the Management Board), Andy Ioannides, Vicky Papadopoulou, Damian Crilly, Christian Kimmich, Marc Hütt, John Wainwright (Chair of the Training Board), Louise Bracken, Deborah Priß (ESR Representative), Jacky Croke (Chair of the Advisory Board), Jennifer King (Project Manager)

Apologies were received from Brian Fath.

1. To note the minutes of the meeting held on 18/09/20

The minutes of the previous meeting of the Supervisory Board were noted.

The Supervisory Board were asked to remember to check the minutes of meetings on receipt and to lodge any amendments within 15 days.

2. Matters Arising

The following actions from the previous meeting were discussed during Matters Arising:

Action: JW and JK to request contributions from the network and draft an Authorship Policy document.

The Board's attention was drawn to the Authorship Policy paper. In addition to providing policy on the authorship of publications, the Authorship Policy covers the ownership of datasets that are published but does not cover other datasets that are used or produced by the i-CONN consortium. The use of datasets is covered by the Data Management Plan which is an evolving document.

The Supervisory Board voted to accept the Authorship Policy document.

Action: JK to finalise details of the Supervisory Teams and update the website.

This was done.

Action: JK to add the Training Best Practice document to a password protected section of the website.

There is now a password protected section on the website and the Training Best Practice document is there. All i-CONN members have been sent the password.

Action: JK to contact the Project Officer to tell her that we agreed to the suggestion to delay the Mid-term Review meeting.

This was done and JK will contact the Project Officer in June to discuss the date for the postponed meeting which will now take place after the Periodic Review has been submitted. The meeting will probably take place in Brussels during the winter.

Action: JK to amend the secondment document and submit to the Project Officer for approval.

This was done and all the changes were approved.

Action: JK to produce a feedback form for training courses and an anonymised delivery mechanism.

JK produced training questionnaires using Microsoft Forms. Positive responses were received for the training received in September. JK will request feedback on the upcoming externally provided training.

Action: JK to seek feedback for recent training courses.

3. Chair's Update

The Chair updated the Board on i-CONN progress since the last Supervisory Board meeting, including the fact that nine secondments have either been completed or are ongoing and that the seminar series had been successfully established with seminars from Yamir Moreno, Ginestra Bianconi, Martin Everett and Tony Parsons. These have all attracted external attendees.

4. To Receive a Report from the Management Board

The Chair of the Management Board reported the following items:

- i) that since the last Supervisory Board meeting, there have been three Management Board meetings. They have all been well-attended.
- ii) The website is now functional and includes both a password protected area and space for the ESRs to keep a journal. If the ESRs regularly update their journals this will form an important part of i-CONN's outreach activity. LT also proposed to the Management

Board that i-CONN purchases a GitHub account to complement the website as this will be both more effective and cheaper than paying the website designers to develop equivalent functionality on the website.

Action: All PIs to encourage their ESRs to regularly update their journals

iii) two changes to Deliverables were requested and granted:

D1.1, SC/FC correlations Paper, originally due 1st March 2021.

An extension until June 15th was requested in order to expand the publication to include input from the network about possible applications of the work.

D5.5, Delivery of 540 months of ESR training, originally due 1st April 2021.

The Project Officer agreed to amend this date until 30.9.2023 as the original date was an error.

5. To Receive a report from the Training Board

The Chair of the Training Board reported that there have been two meetings of the Board since the last Supervisory Board meeting and thanked the Board for their efforts. The following items were reported:

- i) The PIs had been contacted to canvas opinion on making 'Networks2021' an i-CONN event but there was a mixed response from the network. Given the concern about whether the ESRs would be ready to submit abstracts, the problem of potential COVID restrictions and the carbon footprint it was decided to not pursue this as a network event.
- ii) Four online training seminars were delivered: Introduction to the Datathon, (Demian Battaglia), Collaborative Working (Michelle Taylor), and two seminars on Outreach and Engagement (Duncan Yellowlees and Jennifer King).
- iii) Three online training courses have been delivered: Christina Prell (Social Network Analysis,) Vicky Papadopoulou Lesta (Graph Theory) and Andy Ioannides (magnetoencephalography (MEG) measurements).

The Training Board Chair formally thanked those who had delivered training.

- iv) Training Needs Analyses were set up in Microsoft Forms, completed by all the ESRs and assessed by the Training Board. As a result, some common training needs were identified. Some of these have been covered by the Outreach and Engagement Training and the training that is currently being delivered as part of the 'Cyprus' event. In addition, links were sent to the ESRs for some optional online resources. The upcoming training for the ESRs includes training in Scientific Writing from EDP Sciences, a publisher of journals and books across a wide range of disciplines. The training in 'Networks, Teams,

Interdisciplinary Collaboration and Research Impact' had to be cancelled due to illness and will be re-arranged. Instead, a short Social Media Training has been arranged.

Action: JK to rearrange 'Networks, Teams, Interdisciplinary Collaboration and Research Impact' training.

- v) Brno (Advanced Course in Socio-ecological Systems & Network Analysis)

This will be held on 18 – 25th August 2021 and will hopefully be in person.

- vi) Datathon

The Datathon will hopefully be held in person in September. JW explained that this might be expanded into a Network Event to compensate for the fact that the network hasn't met in person yet.

- vii) Vienna, Advanced Course 4 – Connectivity in Environmental Sciences,

Louise Bracken, Ronny Pöppl & Thomas Hein have arranged a meeting in late March to discuss. This workshop is due to take place in December 2021

- viii) Bremen (Enterprise Skills and Workshop 2)

JW reported that the Enterprise Training will be separated from the Workshop and delivered at a late date. The Workshop is due to occur in January 2022.

- ix) Nicosia (Advanced Course 5 - Novel approaches to collecting high resolution data) Feb 2022, AAISCS

Andy Ioannides and Rebecca Hodge have started planning this course. It will probably be delayed until March 2022.

JW formally thanked Vicky Papadopoulou Lesta and her colleagues for organising the Advanced Course training and the network event that had just concluded

JW formally thanked the people involved in organising the upcoming training events.

6. To Approve any changes to the programme

- a) Secondments

The Chair asked the Board to discuss and approve the proposed changes to the secondments so that they can be sent to the REA. The Training Board had previously

approved these secondment alterations. The Training Board asked for an additional academic justification for the alteration to Harald Waxenecker's secondment plan given that there is a substantial change of content and a change of secondment host. This was done and is included in the document.

All the other changes are a direct or indirect consequence of COVID. In particular Vicky Papadopoulou Lesta had to make changes to accommodate the fact that eight ESRs were due to be at EUC this spring/summer and could not all be accommodated together once travel restrictions are lifted.

The Supervisory Board approved the proposed changes to the secondments.

Action: JK to submit the secondment changes to the Project Officer in Brussels.

b) An additional meeting of the network

The Chair reported that as the network has not yet met in person due to the pandemic the options for an additional or augmented meeting were being considered.

One possibility is the expansion the Datathon from a 3-day meeting for the ESRs to encompass a meeting for the wider network. It is fairly certain that the Datathon will be delayed until September 2021.

The Board approved the principle of organising an additional meeting of the network.

7. To Discuss the REA's response to the Progress Report

The Coordinator reported that the Progress Report was submitted on time and that the REA had given feedback on the report in early February. She thanked the members of the consortium for contributing materials to the report and the Project Manager for compiling the report. The REA was positive about the report and the progress of the network. The Project Officer asked for an update on the COVID mitigation strategy and was pleased with progress since the submission of the Progress Report.

8. To Discuss a report from the Advisory Board

The Advisory Board Chair gave an oral report to the Board in addition to the formal written report that was sent out with the meeting papers. She reported that she had held a recent conversation with Professor Martin Everett about the network. They emphasised the challenge of making such a broad consortium effective. This would rely on communication and the rapid

establishment of a toolbox of approaches that would ensure that the network remains unified. The longer this is delayed the harder it will be to implement.

The Advisory Board Chair also reported that the the Advisory Board members were not optimally integrated into the network. It was agreed that there should be a discussion to improve the situation.

The Supervisory Board Chair reported that the first e-newsletter was in production. The desirability of producing newsletters was highlighted in the written report from the Advisory Board.

Action: Advisory Board Chair to submit a formal written report.

Action: TP, LT and JK to discuss Advisory Board integration with JC.

9. To Receive a report from the ESR Representative

Deborah Priß reported that the ESRs were settling into their PhD projects and that the training they had received, both at their home institutions and centrally, had been useful and was appreciated. The ESRs have been holding weekly meetings since January. So far this has involved presentations of individual projects but once all fifteen have been discussed, the meetings will probably focus on specific research issues e.g., sharing coding problems.

A rota for producing the newsletter had been agreed, with a team of three ESRs being involved in the production of a newsletter once a quarter. The first newsletter was in production with an aim to deliver by the end of March/early April. The ESRs have also taken over responsibility for generating Social Media content.

DP raised two issues on behalf of the ESRs:

- i) There is a wide range of regulations across the Beneficiaries concerning the number of ECTS required for the award of a PhD with a range between 0 and 240. This could lead to a wide disparity of workload between the ESRs particularly as not all i-CONN activities have an ECTS accreditation.

The Board discussed the issue and agreed that it is not clear how many ECTS can come from the presentation of the thesis and how many must come from additional activities or taught courses.

Action: JK to confirm the expectation from each Beneficiary and prepare a document.

Action: Training Board to continue to look into ECTS accreditation for i-CONN activities.

Action: Supervisors to communicate with their ESR (s) about the expectations and regulations at their organisation.

- ii) The ESRs requested information about how any excess budget might be used particularly as the pandemic had impacted spending on meetings, secondments and field work in the first year.

LT proposed that it is currently too early to be certain how much money might be left in the budget particularly as there may be additional meetings or short in-person secondments visits to compensate for the early restrictions. However, the principle of ensuring that the money is spent to the benefit of the ESRs and the network before the end of the project is sound and the issue should be regularly revisited. LT reported that the REA has so far refused to discuss the possibility of granting a no-cost extension, but that this would also be reconsidered in the future.

10. To Agree date of next meeting

It was agreed that the next meeting of the Board would be finalised once the date of the Datathon has been confirmed. It is expected that the meeting will be in September 2021.

11. AOB

The Chair thanked everyone for attending.