



Supervisory Board Meeting, 8th September 2021, 9 am, (UTC + 1)
Held by Zoom videoconference

Minutes of the Meeting

In attendance: Board Members: Tony Parsons (Chair), Laura Turnbull-Lloyd (Coordinator and Chair of the Management Board), Andy Ioannides, Vicky Papadopoulou Lesta, Damian Crilly, Christian Kimmich, Marc Hütt, John Wainwright (Chair of the Training Board), Louise Bracken, , Mel Guirro (ESR Representative), Martin Everett (Chair of the Advisory Board), Brian Fath ,Jennifer King (Project Manager)

Other attendees: Thomas Hein, Ronny Pöpl, Christian Kerschner, Christina Prell, Rebecca Hodge.

1. To note the minutes of the meeting held on 12/03/21

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

2. Matters Arising

The Chair explained that the meeting would follow a different structure than usual with many standard agenda items delayed until the next meeting to allow the Board and the Principal Investigators to concentrate on the 'overview of initial results' (Milestone 7).

The Chair reminded the Board that if they are unable to attend a Supervisory Board meeting then they can send a representative.

The Chair reminded that Board that Louise Bracken has moved from Durham to Northumbria University and that the Board approved adding Northumbria University as a Partner to i-CONN by email over the summer. Louise Bracken will continue as lead supervisor for ESR 15, but the ESR will remain at Durham University. An additional supervisor, Dr Sim Reaney, has been added to ESR15's Supervisory Team to align with Durham's regulations.

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

Action: JK to seek feedback for recent training courses.

Feedback was requested for the training events in March and the Brno Advanced Course.

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

Currently only six ESRs have posted and only two of them have posted more than once. AP asked everyone to encourage their ESR(s) to post entries regularly

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

This training is currently taking place (three Friday mornings in September via Zoom).

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

These were submitted and approved.

**Action: Advisory Board Chair to submit a formal written report and
Action: TP, LT and JK to discuss Advisory Board integration with JC.**

AP welcomed Martin Everett, who will be acting as the Chair of the Advisory Board for the 2021/22 academic year, to the meeting and reminded the Board that there are two new Advisory Board members, Dr Lorien Jasny from Exeter University and Dr Samuel Johnston from Birmingham University. Both will be giving seminars in the next few months. AP had a discussion with Jacky Croke about the Advisory Board in the spring.

Action: Training Board to continue to look into ECTS accreditation for i-CONN activities and Action: JK to confirm the expectation from each Beneficiary and prepare a document.

JK confirmed that she emailed the Beneficiaries with the credit and course structure and received confirmation that the Beneficiary Institutions would be able to adapt the credits to their own institutional requirements.

3. 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. These were approved.

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

b) Change to Supervisory Team

The Chair asked the Board to approve a change to Harald Waxenecker's supervisory team. Christian Kimmich explained that Dr Petr Ocelik is a good match for Harald's project and that he would become the lead supervisor. Christian will act as a co-supervisor. The Board approved this change.

4. To Undertake a network-wide-overview of initial results (Milestone 7)

The ESR Representative left the meeting for this discussion.

The Chair explained that this milestone involves reviewing progress in Work Packages 1-3 (the research packages) and 5 (Management)

The Board discussed the report received from each ESR.

To note:

The discussion about the progress of individual ESRs is confidential and will not be contained in these minutes.

The ESRs' reports ranged widely in content and style. It was agreed that more prescriptive guidance needs to be given for future reports.

The Project Manager confirmed that the ESRs' reports will not be sent to the REA as part of a Milestone 7 report or be distributed any further. The Coordinator explained that because of this, the ESRs had not been asked to alter their reports and would not need to rewrite them.

ME thought that although individual progress had been impressive, particularly given the difficulties caused by the pandemic, he thought that the transdisciplinary/interdisciplinary aspects of i-CONN were not strongly apparent from the individual reports.

LB opined that this is partly a matter of the ESRs not reporting the transdisciplinary aspects and reminded the Board that the Transdisciplinary Management Group is now established and will continue to review and encourage progress in this area.

It was noted that some ESRs are scheduled to contribute to all, or most, of the deliverables. In some cases, particularly if an ESR is struggling with the progress of their PhD, this might be too demanding. It was agreed that that, as long as the deliverables are still met overall, it might be desirable to lessen the expectations on some ESRs.

Individual feedback will be delivered to each ESR.

Action: AP and JK to prepare and deliver feedback.

The review of WP5 was postponed until the rest of the business was completed, at which point LT, JW and JK left the meeting. Consideration of WP5 by the remainder of the SB concluded that the project had been well managed and, given the constraints of the pandemic, the management team were to be congratulated on maintaining the progress of the consortium.

5. To Agree date of next meeting

It was agreed that the next meeting of the Board would be finalised once the REA has responded to the Periodic Report and Interim Review (expected in the first quarter of 2022). If issues arise

that need considering before that a Board meeting could be convened earlier, for example during the Interim Review Meeting.

6. Any Other Business

MG raised an issue on behalf of the ESRs. Those ESRs who attended the Advanced Course in Brno remotely struggled with the hybrid format. The Board acknowledged the efforts that were made to make this a successful meeting for all attendees but accepted that hybrid meetings present significant challenges.

Several points arose from the discussion:

Under pandemic conditions it is necessary to assume that any planned in-person events could have remote attendees at short notice, therefore it is necessary to plan for hybrid delivery.

The only other option would be to plan online events only for the foreseeable future.

Hybrid delivery needs to be built into the design of the meeting, it is not just about the right technology.

It is important to treat the ESRs equitably as far as possible.

A meeting with the ESRs should be convened to hear their opinions and suggestions.

Training in hybrid meeting design and delivery could be arranged.

Action: JK to convene a meeting with the ESRs

The Chair thanked everyone for attending.