



Management Board Meeting, January 26th, 2023.

Meeting held by Zoom

Minutes of the Meeting

Present: Laura Turnbull-Lloyd (Chair, i-CONN Co-ordinator), Christian Kimmich, Ronald Pöpl, Andy Ioannides, Demian Battaglia, Marc Hütt, Christina Prell, Christian Kerschner, Tony Parsons (Chair of Supervisory Board), John Wainwright (Training Manager, in attendance), Jennifer King (Project Manager).

Apologies were received from: Vicky Papadopoulou Lesta

1. Minutes of the last Management Board Meeting

The minutes of the last meeting, held by Zoom on 13th October 2022, were altered to correct the date of the next meeting to 2023 but otherwise approved as an accurate record of the meeting.

2. Matters Arising

All the matters arising from the minutes of the last meeting are covered in later agenda items.

3. Chair's Update

The Chair:

- a) Informed everyone that the extension was approved in December 2022. Consequently i-CONN will now finish on 31st March 2024 and the Final Report will be due by 30th May 2024.
- b) Thanked everyone for their work in preparing the extension request.
- c) Reminded the Board that the Durham University Research Office needs confirmation of bank account details before it will transfer the Interim Payment from the REA. Details should be sent to JK.

4. Report from the Supervisory Board

The Supervisory Board will meet on February 3rd via Zoom. Non-members are welcome to attend.

5. Deliverables and Milestones

The Chair thanked Marc, Christian and Vicky for their efforts in preparing Deliverables 1.2, 2.2 and 3.2 and asked everyone to note the list of remaining deliverables and milestones. Some due dates have been altered to reflect the extension.

6. Financial Report

The Financial Report that summarises how the retained budgets have been spent was sent out in November 2022. The Board noted the report.

The Chair explained that there is still uncertainty about the amount of money remaining in the retained budgets because Durham University has yet to determine whether an exchange rate correction needs to be applied. This could result in an uplift to these budgets.

a) The retained Research, Training and Networking budget.

After the Annual Workshop in March and the media training course for the ESRs we will have approximately £12k remaining in this budget (without an exchange rate correction). The consortium still needs to deliver a Final Meeting and a second Datathon event. Discussion about the financing of these events will take place once there is a clearer idea about the funds available.

b) The retained Management and Indirect Costs budget.

The Chair explained that the contract for the Project Manager currently finishes on 30th September 2023 and that there are sufficient funds in the retained management budget to fund a contract extension.

The Board approved the principle of extending the Project Manager role until 31st May 2024 to cover the extension period and the period for writing up the Final Report. It was noted that the final approval will rest with the Supervisory Board.

7. Network & Training Events 2023/2024

a) Annual Meeting 2023

The Chair reported that the 2023 annual workshop will take place in London, 27 – 29 March 2023 inclusive. Rooms have been booked assuming an arrival on Sunday and a departure on Thursday for the PIs. Additional i-CONN members are welcome but should inform JK so that she can book additional rooms. JK previously sent out a link to the hotel in case people want to extend their stay. The hotel and venue are convenient for Eurostar and the London airports.

The theme of the workshop is ‘Exploring applications of connectivity science to understand, adapt to and manage complex systems.’

We plan to allow **longer sessions for the ESRs to present and discuss their work** and there will be four invited talks. **Damian Crilly, Sam Johnson** (Birmingham, Advisory Board), **Monica Di Gregorio**

(Leeds, proposed by Christian Kimmich) and **Fiona Coward** from Bournemouth University (general connectivity interest with a particular interest in archaeology).

The **transdisciplinary session** is expected to take the form of a poster session presenting work undertaken during secondments and as part of the Datathon. Participation is voluntary and ESRs can work together to produce posters. Guidance will be sent to the ESRs soon.

The ESRs will remain in London for a two-day 'Dealing with the media' course, 30-31st March.

- b) The Chair thanked MH for arranging a submission for a satellite session at NetSci 2023. It was agreed that the ESRs should be encouraged to submit an abstract to the conference if appropriate. The closing date is February 1st. As the satellite session proposals have not been approved yet, it could be that the abstract deadline will be extended.
- c) The only remaining meetings are the Datathon 2 and the Final Meeting. These could be combined and the Datathon could be organised as a virtual event. Although the timing and financing of a Datathon 2 is difficult, the extension request included a need to hold a second Datathon as part of the rationale for the extension.

DB explained that CIRM might be available as a venue again. The Board discussed a suitable date and agreed on September/October 2023. In that case a Final Meeting could be held in March 2024.

Action: DB to check the availability of CIRM and provide an estimate of cost preferably before the Supervisory Board meeting on February 3rd.

DB suggested that it would be beneficial to have a Datathon 2 'pre-meeting' at the Annual Workshop. The Board agreed that it would be sensible to do this and if necessary, the proposed careers session could be held online on another date. Several suggestions for accommodating a pre-meeting were made including an additional session on Monday evening and merging with the Transdisciplinary Session as well as replacing the Careers session.

Action: DB/JK to organise a Datathon-2 pre-meeting at the Annual Workshop.

8. Dissemination – WP1, WP2, WP3.

The Chair asked everyone to ensure that the ESRs keep JK updated with conference presentations and publications.

9. Exploitation

Although there is currently nothing to report it was noted that the Board will continue to evaluate the potential for exploitation of i-CONN research. AI explained that for some EU programmes there is an expectation that exploiting results is a significant activity but this might be less onerous for an ITN. However, the exploitability of i-CONN results was raised as something that should be maximised in

the second half of the grant by the external expert at the Interim Review. AI opined that all Beneficiaries should be asked to identify whether their ESR has produced exploitable results in plenty of time so that the consortium can then consider how to progress with any exploitation.

Action: JK to investigate what the REA will expect us to provide as evidence of exploitation in the Final Report.

10. Outreach

The Board reviewed the annotated Outreach Table. There has been a good range of activities but the activity has come from a subset of ESRs. All ESRs need to be undertaking outreach and engagement activities with the wider public. In particular ESRs should be adding posts to their Research Diaries on the webpage. Most ESRs have only posted once.

Any outreach activities should be reported to JK.

AP explained that he did not receive input from the consortium for ideas for contributions to a non-academic book. Consequently it doesn't seem practical to produce a book before the end of the grant but it might be a project that extends past the end of i-CONN.

Action: Supervisors to oversee their ESR's activities in outreach & engagement.

11. Risk Management

The Risk Management document was noted.

12. Date of next meeting

To be determined once there is a full picture of the remaining finances.

13. Any Other Business

Nothing raised.