



Management Board Meeting, January 24th, 2024, 2.00 pm UK

Held by Zoom videoconference.

Minutes of the Meeting

Present: Laura Turnbull-Lloyd (Chair, i-CONN Co-ordinator), Ronald Pöpl, Andy Ioannides, Christian Kimmich, Marc Hütt, Tony Parsons (Chair of Supervisory Board), Vicky Papadopoulou Lesta, John Wainwright (Training Manager), Jennifer King (Project Manager).

1. Apologies

Thomas Hein, Demian Battaglia, Christian Kerschner.

2. Minutes of the last Management Board Meeting

The minutes of the meeting held on January 16th, 2023, were approved as an accurate record of the meeting.

3. Chair's Update

a) since the last meeting, i-CONN events included the Annual Meeting in London in March 2023, Media Training for the ESRs and the second Datathon which was held in December and attended by six ESRs.

b) All ESRs have finished their original contracts and some ESRs are no longer receiving any financial support.

c) i-CONN must be correctly acknowledged as a funder for any publication with an ESR as an author even if it isn't their core PhD project. A link to an archived copy of the paper is needed even if it is published in an open access journal. Copies of publications can be stored on the i-CONN website as long as there are no copyright issues.

d) LT reminded everyone that a financial report covering the use of the retained budgets in 2022-2023 was sent out in late 2023. It was agreed via email that the retained budgets could be used for additional activities that will benefit the network such as publication fees for multi-Beneficiary publications.

The Management Board approved the use of the retained budgets in the period after the grant has finished up until the time that the Final Report is approved, for publication fees and similar activities.

4. Report from the Supervisory Board

AP reported that the Supervisory Board met twice in 2023. He thanked DB, MH, Venetia and Selim for organising the Datathon.

Action: All supervisors to update JK on the expected thesis submission date for their ESR(s).

5. Deliverables and Milestones

Upcoming/outstanding Deliverables:

*D1.3 Evidence of SC/FC relationships, **31st March 2024** (Full screen of data available in the ITN's database for evidence of previously established SC/FC relationships (including publication of the results)).*

MH reported that there is now a repository of data that can be interrogated by different techniques.

*D6.8 Two Policy Briefings **31st March 2024***

*D6.9 Communication, dissemination and impact activities (Report) **31st March 2024***

*D5.7 Awarding of Doctoral Degrees **31st March 2024***

D5.3 Network Meetings (all programmes and minutes)

D5.4 Management Meetings

Milestones:

M10 Completion of data screening, **31st March 2024**

This will be evidenced by the completion of D1.3

M11 Completion of dissemination plans and planning for future network development, **31st March 2024**

This will be evidenced by the submission of D6.9

M12 Final Evaluation of Connectivity Approach: synthesis paper, **31st March 2024**

This would be achieved by preparing a publication from D1.3.

Action: Discuss this further at the Final Meeting.

6. Final Report

LT reminded the Board that the Final Report is due in on 30th May. This will take a very similar form to the Periodic Report. The first section of the report is generated by the Portal, so it is important that it is kept updated and correct (e.g. secondment information).

The "Technical Report" will include a report on each Work Package and address each deliverable and milestone.

7. Final Meeting 2024

LT reported that we are expecting a good attendance. The costs of the hotel and event dinner will be met by the central budget. Beneficiaries should meet the travel and additional costs for themselves and their ESR(s).

The Board agreed to invite the Advisory Board and proposed that a session to prepare the ESRs for their doctoral defence should be included in the programme.

Action: JK to invite the Advisory Board to the Final Meeting.

8. Dissemination – WP1, WP2, WP3

JK has asked the ESRs to keep her updated with conference presentations, seminars, publications etc.

Action: JK to send out a spreadsheet to PIs with the request that they check that the spreadsheet is complete for their ESR.

9. Outreach

JK has asked the ESRs to keep her updated with the details of any outreach/engagement activities they have undertaken.

Action: JK to send out a spreadsheet to PIs with the request that they check that the spreadsheet is complete for their ESR.

10. Exploitation

The impact and potential exploitability of i-CONN research will need to be addressed in D6.9 and the Final Report.

Action: PIs to prepare a paragraph identifying the impact/exploitation potential of their ESR's research.

11. Date of next meeting

TBA if it becomes necessary.