



## COST Action 299 "FIDES"

Chairman: Luc THEVENAZ (+41 21 693 4774, luc.thevenaz@epfl.ch)  
Vice-Chairman: Francis BERGHMANS(+32 2 6293926, fberghma@vub.ac.be)  
Secretary: Miguel GONZALEZ HERRAEZ (+34 91 885 65 84, miguelg@depeca.uah.es)  
Grant Holder: Mircea HOTOLEANU (+358 19 357 3983, mircea.hotoleanu@liekki.com)



### **Draft Minutes of the 7<sup>th</sup> MC meeting**

#### **COST Action 299**

#### **Optical Fibres for New Challenges Facing the Information Society Tuesday, 3rd September 2008, Funchal, Madeira**

#### **1. Welcome and presentation of new members**

The participants of the 7<sup>th</sup> MC meeting of COST Action 299 (see Annex I) were welcomed by Dr. Thévenaz, the Chairman of the Action, who warmly thanked the local organizer (Dr. J. M. Baptista) for the excellent organization of the Meeting.

The MC members accept the suppliants of the delegates that could not come: Dr. Marco Bosiljevac (CR) replaced Prof. Zvonimir Sipus (CR), Dr. Graham Thursby (UK) replaced Prof. Brian Culshaw (UK), Mr. Kristian Nielsen replaced Prof. Ole Bang.

#### **2. Approval of agenda**

The Chairman presents the Agenda, which is accepted by the MC members. The Agenda is finally approved as shown in Annex II.

#### **3. Approval of the Berlin MC meeting minutes**

The draft minutes for the 6<sup>th</sup> MC meeting of COST Action 299 held in Berlin (February 2008) were approved without any amendments. (see COST 299 document repository)

#### **4. Overview of the present status of the Action**

CSO Approval: 14/06/2005  
Entry into force: 14/10/2005  
End of Action: 18 January 2010.  
Total number of Signatories at date: 20

The Chairman congratulates all the MC members and shows that the Action keeps very active in terms of participation, which makes the Action very active in comparison with other Actions in the ICT domain. Additionally, the Action is very productive in terms of publications, STSMs and scientific activity in general. The encouraging support from Prof. Milan Dado is also acknowledged.



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The Grant Holder informs the MC members that the name of his company (initially Liekki) has been recently changed to nLIGHT. The members unanimously agree to keep Mircea Hotoleanu as Grant Holder and nLIGHT as the Grant Holder's institution.

### Information from COST-ESF office:

No news on this side.

### Collaboration with other COST Actions and EU funded initiatives:

No news on this side.

### Action dissemination:

No news on this side.

## **5. Financial status of the Action and decision on the reimbursement rules.**

The budget for next year is 100.000 Eu. This is the smallest budget in the ICT domain, even though the Action is very successful in terms of participation and number of delegates. Nevertheless, the activity of the Action appears to be guaranteed.

The Chairman acknowledges the restrictions suffered by the participants to meet the budget last year. The Chairman exposes the details of the expenses covered last year, and the provisions made for the Spring School next year (see annex III).

The reimbursement policy proposed by the Executive Committee for this meeting is the following:

- (1) flat rate for the hotel based on the cost of the hotel proposed by the local organizer (95 Eu)
- (2) COST rules for the meals excluding the meals covered by the Grant or sponsors
- (3) Standard COST rules for the rest

The Executive Committee proposes to reimburse the MC members, Tutorial speakers, WG+SG Chairmen, STM reports and the presenters, both for this meeting and the meeting in Cyprus. The priority of reimbursement is in the order exposed, and the Action will make sure that reimbursing participants will not limit in any case the number of STSMs.

The Grant Holder reminds all the MC members to read carefully the instructions before filling the reimbursement forms.



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### **6. Critical discussion on the Technical Meeting and the Action operation**

The Chairman points out that there were more than 45 registered participants in the Technical Meeting, which is quite successful. The feedback from the participants is positive and the number of running collaborations is very large.

The MC meeting approves to reimburse the SG meeting in Madeira and the next SG meeting in Cyprus.

The SG in WG3 on Brillouin threshold measurement is closed, since the topic seems not mature yet to tackle an standardization of this measurement. The proposition is to continue the study on WG4, which is active in modelling the Brillouin threshold.

### **7. Presentation of new applying participants and approval of their participation**

The following institutions applied: University of the Basque Country, Bilbao, Spain (Prof. Joseba Zubia), the University of Padua, Italy (Prof. Luca Palmieri), the Instituto Nacional de Técnica Aeroespacial, Torrejón de Ardoz, Spain (Dr. Malte Frövel) and the Belgian company FOS&S (Dr. Johan Vlekken). These applications are accepted.

### **8. Status and organization of the Spring School**

The Spring School will take place between 29<sup>th</sup> March 2009 and 1<sup>st</sup> April 2009. The COST meeting will follow in April 2-3. The local organizer is Michael Kommodromos. The Programme Committee decided already in Naples was K. Kalli (Chairman), B. Culshaw, F. Berghmans, M. Hotoleanu, H. Maillotte and S. Fevrier. The Chairman has not yet steered the Committee, so he will be contacted urgently by the Vice-Chairman and the program should be finished in one month.

There are no more news on this side, since the local organizers are not available.

### **9. Discussion and strategy for a follow-up to the Action (Chairman, All).**

The Chairman exposes that the COST Action will finish in January 2010 and many participants have expressed their wish to have a new COST Action in the domain of optical fibers. The Chairman explains the procedure and deadlines to launch a new Action. A Proposer outside the Executive Committee must be found, and also a group of experts to sketch 1-2 proposals to be submitted before September 2009.

Presentation of the possibilities:



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The Chairman explains his view on the possibilities to launch new Actions.

### Adopted strategy:

Discussions will follow in the next months to clarify the possibilities.

### **10. Report on completed STSMs**

The status on the completed STSMs is presented by the Vice-Chairman. Several results of STSMs will be reported along the TM.

### **11. Proposition of new STSMs**

At this stage, no new propositions of STSMs have been made, but the STSM of Olga Bolszo to Israel has already got the green light to be completed when possible (not presently, since he is pregnant).

### **12. Place and date for the next meeting**

The place and dates for the next meetings are decided as follows:

- 2-3 April 2009 in Larnaca. The local organizer will be M. Kommodromos.
- The following meeting will take place in Wroclaw, Poland, in the week of 7-12 September 2009. The local organizer will be Prof. Wacław Urbanczyk.

### **13. Elections**

No elections are made.

### **14. All other business**

The delegates raised no other business.

### **15. Action point for the next meeting**

No more comments.

### **16. Closing**

Dr. Thévenaz concluded the meeting by thanking the participants.



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### Annex I: Participants

#### 7<sup>th</sup> MC Meeting, Action 299, Funchal, Madeira 3<sup>rd</sup> September 2008

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1	Baptista	Jose Manuel	Portugal
2	Berghmans	Francis	Belgium
3	Bosiljevac	Marko	Croatia
4	Gonzalez-Herraez	Miguel	Spain
5	Habel	Wolfgang	Germany
6	Hlubina	Peter	Czech Republic
7	Hotoleanu	Mircea	Finland
8	Jarosczewicz	Lesczek	Poland
9	Kacik	Daniel	Slovakia
10	Kanka	Jiri	Czech Republic
11	Kriezis	Emmanouil	Greece
12	Lopez-Amo	Manuel	Spain
13	Ludvigsen	Hanne	Finland
14	Maillotte	Herve	France
15	Mendrei	Monica	Romania



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16	Nielsen	Kristian	Denmark
17	Roy	Philippe	France
18	Santos	Jose Luis	Portugal
19	Schuster	Kay	Germany
20	Thevenaz	Luc	Switzerland
21	Thursby	Graham	UK
22	Tur	Moshe	Israel
23	Urbanczyk	Waclaw	Poland
24	Voiculescu	Emil	Romania
25	Wuilpart	Marc	Belgium
26	Zeni	Luigi	Italy



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### Annex II

#### **Draft Agenda of the 7th Management Committee Meeting**

#### **COST Action 299**

#### **Optical Fibers for New Challenges Facing the Information Society**

**Funchal - Madeira Atlantic Resort (Portugal), 03/09/2008**

**17h45 – 19h30**

1. Welcome and Presentation of new members (Chairman)
2. Approval of the agenda (Chairman)
3. Approval of the Minutes of the 6th MC Meeting (Secr.)
4. Overview on the present status of the Action and general information (Chairman)
5. Financial situation and discussion on the reimbursement rules (Chairman & Grant Holder)
6. Critical discussion about the Technical meeting and the Action operation. (All)
7. Presentation of new applying participants and approval on their participation (All)
8. Status and organization of the Spring School (K.Kalli, M. Kommodromos)
9. Discussion and strategy for a follow-up to the Action (Chairman, All)
  - a. Presentation of the possibilities (Chairman)
  - b. Decision on a strategy (All)
10. Report on completed STMs (concerned delegates)
11. Proposition of STMs and approval (concerned delegates)
12. Place and date of the next meetings (Chairman, All)
  - a. Discussion about the Spring 2009 meeting (M. Komodromos, Chairman)
  - b. Discussion and decision for the Autumn 2009 meeting
13. Elections (Chairman)
14. All other business (All)
15. Action points for the next meeting
16. Closing (Chairman)



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### **Annex III**

#### **Presentation by the Chairman**



**7<sup>th</sup> Management Committee Meeting of the COST Action 299**

*Optical Fibers for New Challenges Facing the Information Society*

**Madeira Atlantic Resort, Funchal (Portugal)**

**September 3, 2008**

**Chairman: Luc Thévenaz**

# Agenda MC Madeira 03.09.2008

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1. Welcome and Presentation of new members (Chairman)
2. Approval of the agenda (Chairman)
3. Approval of the Minutes of the 6th MC Meeting (Secr.)
4. Overview on the present status of the Action and general information (Chairman)
5. Financial situation and decision on reimbursement rules: (Chairman & Grant Holder)
6. Critical discussion about the Technical meeting and the Action operation. (All)
7. Presentation of new applying participants and approval on their participation (All)
8. Status and organization of the Spring School (K.Kalli, M.Komodromos)
9. Discussion and strategy for a follow-up to the Action (Chairman, All)
  - a. Presentation of the possibilities (Chairman)
  - b. Decision on a strategy (All)

# Agenda MC Madeira 03.09.2008

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10. Report on completed STMs (concerned delegates)
11. Proposition of STMs and approval (concerned delegates)
12. Place and date of the next meetings (Chairman, All)
  - a. Discussion about the Spring 2009 meeting (M.Komodromos, Chairman)
  - b. Discussion and decision for the Autumn 2009 meeting
13. Elections (Chairman)
14. All other business (All)
15. Action points for the next meeting
16. Closing (Chairman)

# Informations

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- The Action remains stable in terms of participation
  - Our meetings are among the most successful compared to other Actions
  - Extremely productive in terms of publications, medium for STMs, poor for "dissemination"
  - One of the only Action dealing with the physical layer in the ICT domain
- Excellent support from our Rapporteur Prof. Milan Dado
- Our Action has obtained the smallest Grant among the ICT domain, a substantial improvement has been secured this year.  
Budget requested: 141'700, obtained: 100'000...  
Last year: 81'000+10'000
- We can be optimistic to fully realize our program this year, and to restore our incentive strategy.

# Travel expenses

<b>Nice meeting:</b>	Estimated budget	28'200€
	Real costs	25'200€
<b>Average cost per delegate (29):</b>		869€ (Estim. 940€)
<b>Les Houches meeting:</b>	Estimated budget	24'000€
	Real costs	21'400€
<b>Average cost per delegate (36):</b>		594€ (Estim. 800€)
<b>Naples meeting:</b>	Estimated budget	28'800€
	Real costs	32'944€
<b>Average cost per delegate (41):</b>		784€ (Estim. 800€)
<b>Berlin meeting:</b>	Estimated budget	33'600€
	Real costs	22'114€
<b>Average cost per delegate (38):</b>		582€ (Estim. 800€)

# Financial situation

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- As a result of the 10k€ bonus and the restriction on the reimbursement for the Berlin meeting, 14k€ was remaining in our account early June.
- This money had to be spent: we could open an account to make a 10k€ provision for the Spring School.
- Final total at the end of the year: 22€...
- We must decide a policy for the reimbursements

# Reimbursement policy

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- Proposition of the Executive Committee:
  - Flat rate for hotel based on the proposition of the Local Organizer
  - COST rules for meals *minus* meals supported by the Grant or sponsors
  - COST rules for the rest
- Decision for the reimbursement for the Madeira meeting.
  - Proposition: MC members, Tutorial speakers, WG+SG Chairmen, STM reports, Presenters.

# New participants

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- University of the Basque Country, Bilbao, Spain (Joseba Zubia)
- University of Padua, Italy (Lucas Palmieri)
- Instituto Nacional de Técnica Aeroespacial, Torrejón de Ardoz, Spain (Malte Frövel)
- FOS&S, Belgium (Johan Vlekken)

# Spring School

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- Sunday March 29 – Wednesday April 1, 2009, Larnaca, CY
- COST Meeting will follow April 2-3
- Local Organizer: Michael Komodromos
- Program Committee decided in Naples: Kyriacos Kalli, *Chairman*  
Mircea Hotoleanu, Brian Culshaw, Francis Berghmans, Hervé  
Maillotte and Sébastien Fevrier, Members