COST Action 272
"Packet-Oriented Service Delivery via Satellite"

Minutes of the Eighth Management Committee Meeting
Fraunhofer/Bonn, 21-22 of October 2004

COST272 secretariat

Beginning of Day One

Meeting starts at 14.00

Thanks to Sergei Raber from Fraunhoher for hosting us.

Talk from Afonso Ferreira, Project Officer for COST272

The COST programme is made of 17 domains. All domains are run by DG research except ours (IST is run by DGSO). This implies a different way of working. Other domains work « pay as you go » while we were working with forfait. The "pay as you go" approach yields a lot of overhead in the processing. The EC decided to switch all domains to the forfait scheme for efficiency reasons.

Also, it was decided to externalise COST management to the ESF (switch made last year: ESF now manages the financial aspects of COST). ESF has a contract with the EC in order to run COST. COST office now created in Brussels for the COST programme. The COST office has to report every three months to the ESF and then to the EC. So, that puts an additional burden on the whole administrative chain. The contract is running until July 2007 in three slices. First two slices are signed with the EC. Objective: to have COST mentioned in the FP7 whole budget in order to get a budget line from FP7. COST might see its budget doubled under FP7. Change of grant system is likely to happen during the next year (regarding the different categories to appear).

Q & A following Afonso talk

Laurent: New instruments in COST for the coming years ?
Afonso: No, COST stays at basic researcher level.

Erina: Impression from our action ?
Afonso: No good impression till now because chairman was not present in some important cases, as TCT meetings.
Subject is extremely important (EC is going to open a space programme). Maybe it is time to think whether or not it is sensible to integrate COST272 into SatNEx and give up about COST272.

Anton: SatNEx is not guaranteed to continue, so if we give up about COST272 than we will endup with nothing. The other thing is about the easiness to integrate new partners in COST. SatNEx is less flexible with that respect.
Erina: COST is also much more accessible to young researchers/PhD students.

Afonso (new topic): TCT meetings are mandatory ! Next one is scheduled for end of June (28/06 - 01/07 in Switzerland).

Haitham: to work in SatNEx and COST is quite different on a day to day basis. Regarding the last TCT presentation & yearly report we would need more formal feedback before the meeting.

Afonso: if you have to apply for a follow on action then, you will have to really promote your ideas. Introducing young researchers is a must. Also explain that COST actions are much more flexible than NoE (example of Slovakia joining COST272 in the course of the action).

Afonso: looks like FP7 is going to fund basic research (however an agreement has to be found on the definition on what basic research is). To see also about the ERC initiative (European Research Council) is important.

Discussion about COST workshop

Erina: having a "regular" workshop might no be as interesting as having a summer school. This event might be also a good advertisement for the follow on COST action.

Afonso: the idea is that each action has to have a final event. Summer school is fine (integrating young research and PhD students).

The management committee agrees on the idea of a COST Summer school

Dusan : suggestion for organisation is to have two parts: one by well known speakers and the other by PhD students/young researchers.

Miha: in previous summer schools attended, courses were eligible as credits. The dissemination of the event has to be ensured by the academics together with a selection process to fund PhD students attending the summer school.

Laurent: solution for funding is to use our 5Keuro workshop budget for funding "well known speakers" + funding students/young researchers.

Action (Erina+Laurent): ask the COST office for additional funding (ie. special funding of students who are attending the meeting).

Afonso: provided the event is occurring after the end of the Action, then the deadline is 3 months after the end of the Action.

Miha: we have to see whether the organisers are able to provide student courses during summer.

Action (LF): see with Miha whether we could get funding application forms used for COST279 summer school.

Action (RWM+HC): send a list of facilities available in Bradford & Surrey (identified as potential places for organising the event).

Erina: lectures must be on subject addressed during COST272. PHD students could be invited to submit extended abstracts on their current research activities (if fitting in the COST272 topics).

Selected PHD students could be invited to present their research activity. One day devoted to them?

Tentative calendar:
- Date & place: decide by December, 17 (Bradford, Surrey, other candidate places ?)
- NOTE: the place has already decided before the deadline: Bradford
- Organisational framework: decide by November, 30 (which committees and who is participating to what ?)

Tentative organisation (to be decided):
- Lecture committee (inviting academics & people from the industry for lectures)
- Technical committee (organisation presentation from young researchers & PhD students)
- Financial committee (allocation of travel (?) funds)
- Local arrangements (logding etc.)

Afonso: if a meeting is organised after the contract is closed, then it is directly handled by the COST office. Other remark: it is more difficult to organise a summer school than a workshop.

Administrative matters

Last MCM minutes are approved.

This year budget is :

Meetings	28 000 euros
Short term scientific missions	9 000 euros
Workshop	5 000 euros
Secretariat	11 000 euros
TOTAL	**53 000 euros**

Action (LF): check about chairman/chairwoman on the website.

Action (LF): check about the new rules for reimbursement (see Annex).

ISTI is planning a short term scientific mission before the end of the year (details to be sent).

Discussion about the COST272 follow on action

Erina: hot topics are sensor networks + cross layer + integration.

Haitham: IP integration in satellite networks is also a hot topic.

Laurent: why not trying to set up a Wikipedia site for satellites ?

Dusan: let's put a clear focus on long term academic research (through the involvement of PhD students).

Erina: some topics cannot be addressed in Networks of Excellence, this is one potential "niche market" for COST actions.

Afonso : integration of young researchers is achieved by bringing them into the working groups (note: there is no restriction such as two representatives / country, this only holds for MCM).

Note: presently, COST253 & COST272 meetings were only MCM, this could be changed.

Afonso: the MCM is responsible for setting up reimbursement rules, hence this leaves room for funding – for example – working groups. COST money is only seed money to leverage actions to a critical mass (ie. there must be also money invested from the participating institutions).

Haitham: let's organise training schools in order to ensure dissemination of results and the establishment of a European satellite culture.

Erina: interfacing with NoEs still is important and has to be part of one of COST activities.

Dusan : the integration of satellite networks and next generation terrestrial networks must also be addressed.

Afonso: what's a "next generation network" ?
Stanislav: networks based on soft switching + IP.
Dusan: everything integrated in one equipment/one protocol/one stream.

Afonso: what about LEOs ? Does it still make sense ?
Haitham : LEO or NOT LEO is a matter of market opportunities. Maybe that COST is not the right place to make assumptions on what will the market be. LEO satellites are a good research topic, this is one excellent reason to stick to them.
Afonso: if you include LEO systems in your proposal, it is important to state clearly your ideas and make a distinction between basic research purpose and more industrial oriented research.
Other topic of interest: how to interconnect very remote places ? (ex: Tahiti)

Miha: use of HAP (High Altitude Plateforms) including possibly inter HAP links but there is a pending COST action proposal on the very subject (see what's going on regarding this). See about potential overlap/cooperation.

Haitham: it is important not to restrict our "quest" for the next action to the current members.

Miha: regarding COST290, they do not mention sensor networks, however there are a lot of references to ad-hoc networks.

Summary:
- Topics: cross layer, sensor networks, terrestrial integration and IP satellite networking

- Potential instruments: scientific short term missions, working group meetings (with financial participation from the institutions ?), Wikipedia like web site and training schools.

Tentative calendar:
- End of Year 2004: deadline for expression of interest and filling the excel sheet if interested .
- Next MCM (March 2005): deadline for drafting a MoU.

Discussion about the final report

Laurent: presentation about current status regarding the final report.

Action(LF): send an email to consolidate the list of contributors and contributions between the end of the year and information about the repository

Action(LF): circulate again the email asking for members' feedback on Artech House review and keep Afonso posted with the negotiation process.

Day one ends at 18:15.

Beginning of Day 2

Meeting starts at 09:30

Technical presentations

1. Presentation from H. Cruickshank on *« Broadcast/multicast service delivery via the Satellite Digital Multimedia Broadcasting system and the MoDiS demo »* [TD-04-008]
2. Presentation from MA Vazquez Castro on *« Encapsulation and Framing Efficiency of DVB-S2 Satellite Systems »* [TD-04-009]
3. Presentation from H. Cruickshank *« Service and user requirements for satellite networks - SATLIFE FP6 project results »* [TD-04-010]
4. Presentation from A. Donner *« Ant Routing Concepts for Dynamic Meshed Satellite Constellation »* [TD-04-011]
5. Presentation from H. Cruickshank *"On TCP traffic support over Bandwidth on Demand GEO satellite networks »* [TD-04-012]
6. Presentation from F. Davoli *"Cross-Layer Resource Partitioning Among Elephant TCP Connections Over Rain-Faded Satellite Channels »* [TD-04-016]

Follow on discussion about the final report

Laurent : presentation/discussion about some logistics issues concerning the final report preparation (Word vs LaTeX, book repository).

The following decisions are taken:

- Chapter coordinator use either Word or LaTeX.
- Final edition will use LaTeX, therefore, it is up to the editors to do the translation from Word to LaTeX.

Discussion about next meeting

The next Management Committee Meeting (9th MCM) will be held on February 28 – March 1 in Kosice (Slovakia). The Technical University of Kosice will kindly host us.

Meeting ends at 12:34

Attendance list – Day one

Cruickshank Haitham	University of Surrey
Cruz Sanchez Hugo	ENST
Davoli Franco	CNIT – University of Genova
Donner Anton	DLR
Ferreira Afonso	COST Office
Ferro Erina	ISTI/CNR
Franck Laurent	ENST
Kocur Dusan	Technical University of Kosice
Marchevsky Stanislav	Technical University of Kosice
Mohorcic Mihael	Josef Stefan Institute
Svigelj Ales	Josef Stefan Institute
Vazquez Castro	Universidad Autonoma de Barcelona
Wyatt-Millington Rosemary	University of Bradford

Attendance list – Day two

Cruickshank Haitham	University of Surrey
Cruz Sanchez Hugo	ENST
Davoli Franco	CNIT – University of Genova
Donner Anton	DLR
Ferro Erina	ISTI/CNR
Franck Laurent	ENST
Kocur Dusan	Technical University of Kosice
Marchevsky Stanislav	Technical University of Kosice
Mohorcic Mihael	Josef Stefan Institute
Svigelj Ales	Josef Stefan Institute
Vazquez Castro	Universidad Autonoma de Barcelona
Wyatt-Millington Rosemary	University of Bradford

Action list

	Recipient	Description
1	Erina + Laurent	Check with COST Office for funding availability (Summer school)
2	Laurent	Check with Mihael for COS279 summer school application forms
3	Rosemary + Haitham	Send to Erina a list of facilities available at Bradford and Surrey
4	Laurent	Check/correct the website against chairman/chairwoman
5	Laurent	Fetch & disseminate new rules about reimbursement
6	Laurent	Send an email to consolidate the list of contributors to the Final Report
7	Laurent	Circulate again the review from Artech House to get some feedback