

Brussels, 12/5/2010

**First Management Committee Meeting of
COST Action IS0409 “European Architecture beyond Europe: sharing research
and knowledge on dissemination processes, historical data and material legacy
(19th-20th centuries)”**

COST OFFICE, BRUSSELS, 10-11 May 2010

MINUTES

Present:

Members:

AT Dr Vittoria Capresi
BE Prof. Johan Lagae
CH Ms Leila El-Wakil
CH Ms Nadia Radwan
DE Dr Ralph Bodenstein
DE Dr Regina Göckede
DK Dr Peter Bjerrum
ES Prof. Antonio Bravo Nieto
ES Prof. Rosario Camacho
FR Dr Emilie d'Orgeix
FR Prof. Mercedes Volait
FR Ms Claudine Piaton (Substitute member)
GR Prof. Vassilis Colonas
GR Prof. Alexandra Yerolympos (Substitute member)
IT Prof. Ezio Godoli
IT Prof. Vilma Fasoli
NL Dr Tom Avermaete
PT Prof. Madalena Cunha Matos
UK Dr Ola Uduku

COST Office:

Dr Julia Stamm, Science Officer (SO) ISCH
Ms Aranzazu Sanchez, Administrative Officer (AO) ISCH

1. WELCOME TO PARTICIPANTS

The COST Office Science Officer for the COST Domain of Individuals, Societies, Cultures and Health (ISCH), Julia Stamm, welcomed the participants to the first Management Committee Meeting of the Action. She would chair the meeting until the Committee had elected a Chair of the Action (item 9) who would then take over.

2. ADOPTION OF THE AGENDA

The agenda was adopted.

3. STATUS OF THE COST ACTION

The SO informed that so far 9 COST member states (AT, BE, CH, DE, ES, FR, GR, IT, UK) had accepted the Action's Memorandum of Understanding (MoU). 3 other COST member states will accept the MoU in due course (DK, NL, PT).

An updated list of signatures and MC membership can be found on the COST Office website: http://www.cost.esf.org/index.php?id=233&action_number=IS0904.

The Action would be open for COST countries to join unconditionally until 1 December 2010 (one year after the Action's approval by the CSO), after which new members could join only after the approval of the MC. The Action would end four years after the 1st MC meeting, i.e. 9 May 2014.

4. PRESENTATION OF THE DELEGATIONS

The participants presented themselves, among them the proposer of the Action, Mercedes Volait (FR) from the CNRS.

5. GENERAL INFORMATION ON COST MECHANISM AND THE ISCH DOMAIN AND ON THE FUNDING AND REPORTING OF COORDINATION ACTIVITIES

The SO presented the main characteristics, instruments, rules and procedures of the COST framework (see presentation in Annex I). The main items of the presentation are detailed below:

COST History, Scope and Approach

COST was the first and is the widest European network for the coordination of nationally funded research activities. It is based on an inter-governmental framework for cooperation agreed following a Ministerial Conference in 1971. A commitment to a "wider" Europe was demonstrated by the then six countries belonging to the European Union as this agreement involved from the outset 19 European countries. Starting from a limited number of domains, COST has now grown into a system for research collaboration covering 35 European Member States plus one cooperating state, Israel, and is active in 9 scientific domains.

The mission of COST is to strengthen Europe in scientific and technical research through the support of European cooperation and interaction between European researchers. It covers both basic and more applied or technological research and also addresses issues of a pre-normative nature or of societal importance.

The funds provided by COST support the coordination costs of the research networks ("Actions"), while the research itself is funded nationally. A "bottom-up approach" (there are no pre-set thematic priorities), "à-la-carte" participation (only countries who wish to participate in an Action do so), equality of access (participation is open to all COST countries) and a flexible structure (easy implementation and lean management of the research initiatives) are the main characteristics of COST. As a precursor of advanced multidisciplinary research, COST has a very important role in building the European Research Area (ERA), anticipating and complementing the activities of the Framework Programmes, acting as a "bridge" spanning the scientific communities of the whole Europe, increasing the mobility of researchers across Europe and fostering the establishment of large Framework Programme projects.

COST Governance and Funding

The organisation of COST reflects its inter-governmental nature. Key decisions are taken at COST Ministerial Conferences which are held every five years on average. The Committee of Senior Officials (CSO) is the highest decision-making body and is charged with the oversight and strategic development of COST. The Secretariat of the CSO is provided by the General Secretariat of the Council of the European Union. Each COST Member State appoints two representatives to the CSO, one of whom is usually the COST National Coordinator (CNC).

The COST Domain Committees (DC) report to the CSO and each DC is responsible for supervising the COST Actions in their respective Domains. They also assess new proposals and are responsible for the strategic development of their respective domains. Each COST country may appoint one representative, a senior scientist or expert, to each Domain Committee.

The Domain Committees perform quality control duties. Assessment of new proposals includes peer review (involving external experts), and an overall assessment by the Domain Committee. Current Actions are monitored by the Domain Committees through the appointment of "Rapporteurs" and by annual reports and presentations by Actions to their respective Domain Committees. Finally, there is an evaluation of completed Actions through an External Evaluation Panel, chaired by the Rapporteur, whose report is considered and approved by the DC.

COST is supported by a specific part of the EU RTD Framework Programmes ("Cooperation" in FP7). This is organised through a Specific Support Action contract between the European Commission and the European Science Foundation, appointed by COST as its legal entity to act as implementing agent on behalf of COST.

COST Actions

COST Actions usually have a lifetime of 4 years. Each Action is then opened for COST Member States to join it by accepting a formal Memorandum of Understanding (MoU). Once five acceptances have been filed, the Action can have its first meeting.

Each Action is under the supervision of a Management Committee (MC) with maximum two representatives per signatory country nominated by the COST National Coordinator. Normally, MCs form Working Groups (WGs) addressing specific topics of the Action's work programme, described in the Technical Annex to the Memorandum of Understanding. The MC is responsible for:

- supervising and co-ordinating implementation of the Action on the basis of the MoU;
- allocating the Action's annual budget;
- planning and approving activities (meetings etc.);
- reporting to the DC-ISCH,
- ensuring scientific coordination at national level.

COST Actions cover support for Management Committee and Working Group meetings, specialist workshops and seminars, including large final conferences, publications and dissemination, training schools and short-term scientific missions (STSMs) for the support of exchange visits between the institutes of the Action participants (see below).

Eligible Expenses

Supported Action activities (financial instruments)

There is no direct research funding by COST - the budget of the COST Office is targeted at the expenses needed to support the cooperation between the various participating organisations' scientific activities within each COST Action. The main instruments for the support of the cooperation of the COST Actions are:

Travel and subsistence: This covers the reimbursement for scientists for their attendance of Management Committee meetings, Working Group meetings, Core Group meetings, workshops, conferences, Domain Committee meetings or synergy meetings with other research activities such as ESF, the Framework Programme, etc.

The reimbursement is based on a flat rate for accommodation and meals and covers transport costs (train- air ticket, car, local transport, etc.), for which the meeting participants are encouraged to use the most economical means of transport (such as low-cost airlines) available.

Workshops/Conferences (local organiser support): Workshops/Conferences may be organised by a Management Committee in any COST country, which has accepted the MoU of the Action. They should be open, in general, to the whole scientific community and act as a showcase for the activities of the Action.

The Conference/Workshop should be organised in conjunction with a Domain or Management Committee meeting or other major scientific event in the field of the Action so that all members of the Committee can attend. The organisation of such events may require financial support which can be granted for the following expenses:

- Room and technical equipment rental.
- Phone, fax, mailing costs for announcements, letters of confirmation.
- Photocopying, printing of programmes, flyers, book of abstracts, application forms, draft report etc.
- Personnel - staff involvement - or temporary recruitment of a secretary if necessary, or the services of a Congress organising agency if the Conference/Workshop is very large.
- Coffee breaks and light refreshments.
- Meals/dinners (if deducted from the daily allowance of the reimbursed participants).
- Conference/Workshop Proceedings.

COST support is only a contribution to the total budget. For a requested support of up to € 30 per person, the contribution will take the form of a fixed grant. If the amount exceeds that sum, invoices will have to be submitted. However, such a support should be granted exceptionally and only for bigger events.

Training Schools: "Training Schools" within the context of the Action topic are aimed at providing dissemination of the Action activities and intensive training in a new emerging subject in one of the institutes of the Action with unique equipment or know-how. The participants are basically but not exclusively early-stage researchers from across Europe, but these schools also cover appropriate re-training as part of 'life-long learning'. The duration is normally less than 5 days. The total number of participants should not exceed 30.

Dissemination, Publications: The aim of the dissemination and communication policy is to inform the members of the networks, the scientific community, the potential beneficiaries and policy makers about the outcome of the Actions and their planned programmes and activities. As far as publications, emphasis is placed on publishing:

- In scientific journals as special issue according to standard procedures for submission of manuscripts.
- As books produced by reputable publishers in the field of the relevant scientific research areas.
- As proceedings of workshops and conferences.
- General information leaflets and brochures.

COST support takes the form of buying from the publisher a number of copies (normally max. 100) for the Action members and others. Normally, the Action must approach at least two suitable publishers to negotiate competitive offers.

Short-term scientific missions (STSMs)

Inter-Institute Exchange Visits: Missions or exchange visits are aimed at strengthening the existing networks by allowing scientists to visit an institution in another COST country to foster collaboration or to learn a new technique and/or methods not available in their own institution. They are particularly intended for Early-Stage Researchers. The SO proposed to the members of the Management Committee to consider nominating a STSM coordinator.

The duration of a STSM can vary between one week minimum (5 working days), and 3 months maximum (6 months for early-stage researchers). The Applicant must be engaged in a research

programme in an institution of a COST Member State having accepted the MoU of the Action concerned. Both home and host institution should be in a COST Member State having accepted the MoU and participating in the COST Action. In exceptional cases, a STSM can be approved from a home institution in a COST country to a host institution in a non-COST country but not the other way round. Short-Term Scientific Missions between different Actions in the same field can be considered by the Management Committees involved.

The Management Committee (MC) of the Action is in charge of the selection of the applicant. The financial support is a contribution to the expenses of a STSM and may not necessarily cover all the costs in each case. The grant normally covers only travel and subsistence. The average contribution for a STSM will be a fixed grant based on the Applicant's budget request and decision of the relevant assessment committee. It will normally not exceed € 2500 (€ 3.500 for early-stage researchers). Any exception needs special justification.

Work and Budget Plan

The SO informed the MC that the Action's budget for the budget year 2010 amounts to 70.000 EUR. This does not include the 1st MC Meeting. The future Action Chair is requested to submit a Work and Budget Plan as soon as possible after the 1st MC Meeting, covering the period from 1st July 2010 – 30th June 2011.

Financial Reports

The SO informed that, under the CGS, the grant-holder will have to submit a Preliminary Financial Report to the COST Office after 6 months after the start of the grant period. The Final Financial report will have to be submitted after the end of the grant period. This means that each year two financial reports are due.

Progress Report

The SO informed that the Action has to submit an annual Progress Report to the COST Office, normally before the Annual Progress Conference (APC) in June. This means that the Progress Report is normally due at the end of April. It has to be submitted by the Chair on behalf of the MC.

Annual reviews at the Annual Progress Conferences

The SO informed that the Action Chair will have to attend the Annual Progress Conference and present the progress of his Action to the Domain Committee of the ISCH Domain. This will also be the occasion to meet the other ISCH Action Chairs, to exchange and to interact. During the Conference, the DC-ISCH (especially through the DC Rapporteur) will give its feedback on the work of the Action.

The DC Rapporteur must be included in the Action's e-mail list for invitations, minutes, etc. and kept updated on plans for meetings and activities. The Rapporteur will monitor the progress of the Action on behalf of the DC and will chair the panel of the Final Evaluation. The Rapporteur normally attends one Action meeting per budget year and is reimbursed through the Action's budget. The DC Rapporteur for IS0904 is Dr Jana Gaspariko from Slovakia who, unfortunately, could not attend the 1st MC meeting.

Website

The Action has to set up a website with a clear link to COST.

6. AGREEMENT ON THE INTERNAL RULES OF PROCEDURE FOR THE MANAGEMENT COMMITTEE

The standard rules of procedure for COST Management Committees (COST 270/07, Annex III) were approved.

7. ELECTION OF THE CHAIR AND VICE-CHAIR

The MC elected Mercedes Volait (FR) as Chair and Johan Lagae (BE) as Vice-Chair of the Action. After being elected Prof. Volait chaired the meeting.

8. SELECTION OF A GRANT-HOLDER, ACTION SECRETARY AND TWO FINANCIAL RAPPORTEURS

The SO explained that in the traditional COST support model, the MC agrees on activities, which are then funded directly by the COST Office on an event by event basis. In this “pay-as-you-go” system, expenses are reimbursed directly to each participant for each event (committee meeting and/or workshop etc) or exchange visit (STSM) agreed in advance. The 1st MC meeting would be reimbursed according to this scheme.

After the kick-off meeting, the Action IS0904 will as soon as possible adopt the COST Grant System. One of the MC’s institutions will receive a block grant and it is then responsible for funding/reimbursing the activities agreed by the MC. The grant is based on the detailed work programme and budget proposal of the Action for the grant period and on the budget allocation to the Action as part of the overall domain funding.

The Grant Agreement is based on a contract between the COST Office and the grant holder following a request from the Action’s Management Committee. The grant-holder is selected by the Action’s Management Committee from the institutions of its members.

The grant is used by the grant-holder to execute the secretarial work and payments related to the activities planned during the grant period by decision of the Management Committee. The grant-holder is responsible for the timely reimbursement of eligible costs in accordance with the COST Vademecum financial rules and for the execution of the work plan agreed by the Management Committee of the Action. The grant-holder’s scientific, administrative and financial roles are the following: financial reporting, scientific and administrative secretariat, coordination, liaison, publication and dissemination.

The grant-holder can request an overhead fee of up to 15% of the *actual* expenditure in order to cover administrative costs. 65% of the COST Office’s financial contribution is paid to the grant-holder after the signature of the contract. Up to 35% are paid after approval by the COST Office of a preliminary financial report.

- a) The MC identified the institution of the Action Chair, the CNRS (FR), as its grant holder.
- b) The Grant Holder Secretary will be Mr Réza Kettouche (CNRS, InVisu, FR).
- c) The MC nominated Dr Regina Göckede (DE) and Dr Tom Avermaete (NL) as Financial Rapporteurs.
- d) Dr Emilie d’Orgeix (FR) has been nominated as Action Secretary for the first year. The task may be passed to someone else as the participation to the Action develops.

9. WORKING PLAN FOR THE IMPLEMENTATION OF THE COST ACTION (based on the MEMORANDUM OF UNDERSTANDING) AND PRESENTATION OF THE ACTION BY THE PROPONENT

- Objectives and working programme

The Chair presented a brief overview of the Action and of its main challenges as stated in the Memorandum of Understanding (see presentation in Annex III). The main items of the presentation are summarized below:

Objectives : The Action aims to revisit the worldwide spread of European architecture across empires during the 19th and 20th c. with new eyes by focusing on vectors, connections, semantics and materiality in a large range of geographic and linguistic contexts engaging both Western and non-Western environments. It proposes to do so by combining architectural history with area studies’ knowledge, in order to map and analyze more complex dissemination patterns and border-crossing relationships. It will also make use of new IT in order to share data and results.

Working programme: The Action combines the set-up of 4 Working Groups meeting twice a year, and the organization of 3 thematic workshops in order to address the main issues at stake. A final conference will present findings and prospects. One training school will help integrate working methods within the Action's network. The governance of the Action will be provided by a Core group, meeting each trimester (either face-to-face or through video-conferencing). An active website will be maintained throughout the duration of the Action.

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- Working method – Organisation and management (incl. Working Groups)

Annual Workshops:

After discussion among its members, the MC adopted the following sequence for the annual workshops (up to 70 presenters):

Year 1 - *Cosmopolitanism, diasporas and the transnational dissemination of European architecture* (on the impact of extra-colonial agency in the making of "colonial" architecture)

Year 2 - *Dissonant architectural heritage in the postcolonial age* (on the changing perceptions of "colonial" architecture in the last decades).

Year 3 - *Colonial, imperial or corporate architecture?* (architectural diversity or uniformity across time, agency or geography).

Contributions to the annual workshops will be solicited through calls for papers posted on relevant list serves and websites, and will be selected through blind peer-review. The organization of the events will be coordinated by a member of the MC.

Working Groups:

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The Working Groups bring together scientists already involved in research on their themes and willing to confront, compare, and share their findings as well as new methodologies, new research questions and gain more comparative perspectives on the specific topic of each WG. They are headed by a coordinator, assisted by a co-coordinator. The composition of the WGs listed below is based on interest expressed at the 1st MC meeting. Further nomination to a WG requires MC approval.

WG 1: Actors and networks of expertise

Using a number of sources (biographical and prosopographical), the aim is to create digital data and tools that allow to highlight connections between individuals/groups/affiliations, and to delineate networks over time and space.

The MC nominated Johan Lagae (BE) as coordinator of the WG1 and Madalena Cunha Matos (PT), as co-coordinator. The other members are

- Ola Uduku (UK)
- Regina Göckede (DE)
- Alexandra Yerolympou (GR)
- Leila El Wakil (CH) (to be confirmed)

WG 2: The printed media and the construction of a canon

The aim is to document European architecture overseas through the architectural press, as well as through local periodicals, and to question the interplay of canonical designs and mainstream architecture. Focus will be on periodicals rather than on books. Important digital resources already exist and will be mapped.

The MC nominated Ezio Godoli (IT) as coordinator of the WG2 and Tom Avermaete (NL) as co-coordinator. Other members include:

- Emilie d'Orgeix (FR)
 - Antonio Bravo Nieto (SP)
 - Nadia Radwan (CH)
 - Mercedes Volait (FR)
- Ola Uduku and Johan Lagae expressed interest to provide information on this topic but will not join as formal members of WG 2.

WG 3: Documenting transnational architecture

The aim is to document European architecture beyond Europe through the built-up environment and to confront material culture to archival evidence.

The MC nominated Claudine Piaton (FR) as coordinator of the WG3 and Ralph Bodenstein (DE) as co-coordinator. Other members include:

- Vittoria Capresi (AT)
- Peter Bjerrum (DK)
- Vassilis Colonas (GR)
- Vilma Fasoli (IT)

WG 4: Conceptualizing an infrastructure for collaborative research

The tasks of WG4 are transversal, and are driven towards sharing good practices in the scientific handling of visual and textual data, and encouraging the release of solid digital information and relevant knowledge in the field.

The MC nominated Emilie d'Orgeix (FR) as coordinator of the WG4 and Thierry Lochard (FR) as co-coordinator. The other members are IT experts:

- René Pelfresne (InVisu, FR)
- Sylvia Van Peteghem (University Library of Gand, BE) (Sylvia.VanPeteghem@UGent.be).
- Sophie de Caigny (VAI, Anvers, BE) (sofie.decaigny@vai.be)
- Cecilia Paredes (Documentation Center, Monuments and Sites, Brussels, BE) (cecilia.paredes@skynet.be)

The Core Group:

The Core Group of the Action is formed by the Action's Chair and Vice-Chair and the WGs coordinators. The Core Group will meet 4 times a year, preferably through video-conferencing to cut costs down. This will be done using a secure platform, provided by CNRS. It requires computers to be equipped with the Polycom PVX 8.0.4 software. Members of the Core group arrange with their respective institutions for the providing and installation of such software.

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Dissemination:

The Chair presented the preliminary interface of the website developed at InVisu for the Action. The MC agreed to the following headings:

[About us](#) | [Management Committee](#) | [Working Groups](#) | [Activities](#) | [Resources](#) | [Contact](#) | [Members Area](#) | [About Cost](#)

Under "Activities", members will find information on calls and meetings of the Action. The Resources' section will be developed during year 1 to host bibliographies and links. MC members are invited to forward their list of relevant publications to Juliette Hueber at InVisu (juliette.hueber@inha.fr). As from year 2, solutions will be devised to include visual material. A restricted area accessed through passwords ("Members Area") will allow the Action's members to share material: meetings' agendas, contributions, reports, drafts, etc.

After discussions and vote, the MC decided that the website will adopt as domain name:

www.architecturebeyond.eu

The MC approved the production of a flyer to be distributed at upcoming international conferences: European Architectural History Network, 1st international conference, Guimaraes, 17-20 June 2010 (where the Chair and Vice-Chair are co-organizing 2 round-tables related to the topics of the Action), World Congress for Middle Eastern Studies, Barcelona, 19-24 July 2010, International Planning History Society, 12-15 July 2010. A preliminary layout will be proposed to the MC by the Vice-Chair in the coming weeks.

The Chair proposed to consider the launching of a plurilingual (English and French at least) peer-reviewed electronic journal devoted to the topic of the Action, provided funding can be identified to cover the necessary software (tools managing peer-reviewing work-flows cost about 2000 euros a year). The platform revues.org (10-year old, 1 million visitors/month, 246 periodicals in the humanities hosted) could be targeted as the publishing entity. MC members are invited to propose a name for the

journal, and suggest potential reviewers for the peer-reviewing process. A scheme and layout for the journal will be presented at the next MC.

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- Definition and distribution of tasks

Action events' coordinator:

Johan Lagae (BE) volunteered to be the coordinator of the Action's events (annual workshops and final conference). The task involves drafting and posting calls for papers for the annual workshops as approved by the MC, to organise the peer reviewing of submitted contributions and to propose the final list of paper presenters to the MC for final approval (in accordance with budget possibilities). It also includes the preparation and distribution of material at each event.

STSMs' coordinator:

Tom Avermaete (NL) volunteered to supervise the allocation of STSMs. The task consists in the drafting and posting of an annual call, to assess the proposals through peer-review, and prepare the decision making process for the MC in dialogue with the grant holder and the parties concerned by the STSMs (home & host institutions). The MC agreed that July would be a good time to post the call for applications to STSMs in order to be able to finalize the process at the next meeting of the Action (September 2010).

Website and electronic journal:

InVisu (FR) volunteered to administrate the website of the Action and to prepare for the publication of the electronic journal. Two editors will work part time at this task: Juliette Hueber and Anne-Laure Brisac. Solutions for an easy handling of image copy-righting will be worked out. An English editor will be needed for contributions in English. English native-speakers colleagues are welcomed to volunteer (if Australia becomes partner of the Action, Andrew Leach, currently teaching at the Griffith School of Environment in Southport may be willing to take up the task).

Communication /Dissemination

Vittoria Capresi (AT) volunteered to identify proper venues for presenting oral and written contributions on the themes of the Action and to channel the relevant information and CFPs to the Action members through the Action's website. She will report to the MC on opportunities for joint presentations or collective sessions at major Conferences in the field (i.e. Society of architectural historians, European architectural history network, International Planning History Society, etc.).

- Promotion of Gender balance and of Early-Stage Researchers

12 out of 20 MC members attending the kick-off meeting of the Action were female. The coordination of the WGs and the distribution of tasks were set up with the view of promoting gender balance at all levels and to offer responsibilities to Early-Stage Researchers. A balance in terms of gender, but also of age and geographic diversity was indeed researched for the composition of the WGs.

The MC committed to promote gender, age, and geographic balance in all the activities of the Action. It also approved to devote significant attention to the development of STSMs and to give priority to ESRs when granting them.

- Time table

The MC approved the following time table for year 1:

- **13-14 September 2010:** General Working Groups Meeting (WG 1, 2, 3 and 4), Marseilles (FR)
- **January-February 2011:** 2nd bi-annual meetings of the WGs (WG1: Ghent (BE) / WG2: Delft (NL) / WG3: Vienna (AT) / WG4: Paris (FR).
- **April, 2011:** MC and 1st Annual thematic Workshop in Torino (IT).

Because of teaching obligations of part of the Action's members, meetings will be held preferably on Mondays-Tuesdays. The schedule of the Core Group's meetings will be set up as soon as everyone is provided with video-conferencing access.

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10. BUDGET PLAN FOR THE FIRST PERIOD

In order to adjust to the budget granted to the Action for year 1 (70.000 €), 3 main activities were scheduled : a general meeting of all working groups in September 2010, separate meetings of each WG in early 2011 and the first thematic workshop in April 2011, coupled with the MC. A small budget was allocated to dissemination, and provision was made to promote STSMs among members' institutions (see Annex IV for work-plan budget).

Calculations were made in accordance with COST and CNRS rules and procedures (an average of 350 € for transport, 120 € for daily lodging and 15 € per meal).

11. PLACE AND DATE OF NEXT MEETING

The next MC meeting will take place on 18 April 2011 in Torino (IT), it will be held in conjunction with the 1st thematic workshop (19-20 April 2011). The local organiser will be Prof. Vilma Fasoli, from Politecnico of Turin.

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Three further issues were discussed during the kick-off meeting of the Action: future participation to the Action, preparation of the September 2010 meeting and opportunities for further funding.

Future participation to the Action:

Cost countries

Expressions of interest from COST countries have been received for Turkey (Yildiz Salman and Nilufer Batayoglu from Istanbul Technical University) and Israel (Haim Yacobi, Ben Guirion University of the Negev). Interested parties from COST countries will be invited to contact their CNC as soon as possible, since joining the Action will require MC approval after 1st December 2010; the Chair will support their applications. It is hoped that potential participants from Eastern Europe will be identified, since Middle Europe's architects played an important role in the dissemination of European architecture in the Middle East.

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Some parties to the Action have nominated one MC member, and no substitute. MC members are invited to enlarge their country's participation.

Non-COST countries' institutions

One of the objective of the Action is "joining efforts at the European level in collaboration with non-European researchers" in order to get a better understanding of the dissemination of European architecture beyond Europe. Non-Cost countries' institutions are therefore welcome to join the Action, provided that funding will be made available accordingly. The following expressions of interest from non-COST countries' institutions (three of them belonging to Near Neighbouring countries) have been received so far by the Chair and Vice-Chair;

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- Egypt: Centre d'études alexandrines, Alexandria (contact person: Jean-Yves Empereur).
- Algeria, Université de Sétif (contact person: Assia Samaï Bouadjadja).
- Morocco : Casamémoire, Casablanca (contact person: Abderrahim Kassou)
- Singapore : Center of Advanced Studies in Architecture (contact persons: Caroline Herbelin, Johannes Widodo)

The participation of these institutions is approved by the MC. The approval will be notified to them by the Chair. Their representatives will be invited, as a first step, to submit the required application to the SO.

Countries with reciprocal agreement

Colleagues from Australia/New Zealand (Andrew Leach (Griffith School of Environment, Southport), Philip Goad (University of Melbourne), Peter Scriver (University of Adelaide) and South-Africa (Hannah Le Roux, University of Witswaterand, Johannesburg and Iain Low, University of Cape Town) may wish

to join the Action. The Vice-Chair will invite these scientists to proceed with the [requirements](#) to join the Action.

The AO informed the MC that negotiations are currently underway for a reciprocal agreement with Argentina.

Preparation of the September 2010 meeting:

WGs members are invited to prepare preliminary material and input for the Marseilles meeting, both for the plenary sessions, and the separate meetings.

The plenary sessions will be devoted to share formats, tools and methods of current research in the field (journal analysis, built environment surveys, archival research, biographical data bases, network mapping, etc.), and to list existing digital resources on the topic of the Action. Action members willing to present their current work on the topics of the Action are invited to channel their proposals to the Chair and Vice-Chair.

The WGs separate meetings will discuss and coordinate the relevant case studies to be researched for each topic. WG1 will compile a document listing relevant actors, institutions, affiliations as guidelines for the group's research activities. WG2 will produce the list of journals that will be analyzed by its members. WG3 will define the sites where built up environment surveys will take place. WG4 will delineate priorities for the release of digital data and electronic contributions. Input for the WGs meetings is required from all contributing members.

Resumes and list of relevant publications of the WGs members are due as soon as possible. The agenda of the Marseilles meeting will be drafted in July, and sent by the end of July.

Funding

The Chair informed the MC of current arrangements made to increase financial resources at national and collaborative level. InVisu (FR) was granted funding through the Culture 2007 scheme (EC) to jointly study archive material regarding construction in the Modern Mediterranean (Franco-Belgium-Italian partnership, 2010-2012, see [Archiving](#)). The unit has applied to the 2010 edition of the CONTINT program of Agence nationale de la recherche (FR), in order to pursue the development of a tool in open source able to deal with heterogeneous visual and textual data on Modern Architecture in the Mediterranean. The proposal is based on a partnership with a private company and an institutional infrastructure (TGE-Adonis). The results of the assessment process are due in June 2010.

Participants in the Action may want to explore other means. The Agence nationale de la Recherche (ANR France), Deutsche Forschungsgemeinschaft (DFG Germany), the Economic and Social Research Council (ESRC UK) and the Nederlands Organisatie voor Wetenschappelijk Onderzoek (NWO Netherlands) have agreed on a scheme (the OPEN RESEARCH AREA IN EUROPE FOR THE SOCIAL SCIENCES), inviting joint proposals on a bottom-up basis (the 2010 edition deadline was 13 April). The Vice-Chair pointed out possibilities for joint FWO – NOW funded projects (between the Netherlands and Flanders).

Emilie d'Orgeix (FR) informed the MC that travel grants to Paris are also available to ESRs from neighbouring countries in art history through an annual call posted on the INHA website in September (www.inha.fr).

The MC approved the principle of discussing funding opportunities at each of its meetings.

13. CLOSING

The 1st MC meeting of Action IS-0409 was closed on May 11, 2010 at 4:00 pm.

ANNEXES:

ANNEX I: Presentation on COST given by the SO

- ANNEX II: Rules of Procedure for Management Committee**
- ANNEX III: Presentation on the Action given by the Proposer**
- ANNEX IV: Work and Budget Plan for First Period**