



COST
EUROPEAN COOPERATION
IN SCIENCE AND TECHNOLOGY

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Brussels, 8 March 2013

Subject | Minutes of the First Management Committee (“Kick-Off”) Meeting of COST Action IC1207 “PARSEME: PARSing and Multi-word Expressions. Towards linguistic precision and computational efficiency in natural language processing.”

*Brussels, Belgium
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1. Welcome to participants

The participants were welcomed by Dr Ralph Stübner, Science Officer for the Information and Communication Technologies (ICT) Domain at COST, and by Ms Aranzazu Sanchez, Administrative Officer for this Action. Dr Stübner chaired the first part of the meeting, including the election of the Action Chair, which was carried out under agenda item 7.

2. Adoption of the agenda

The draft agenda for the kick-off meeting was adopted (Annex 1).

3. Status of the COST Action

CSO Approval: 21/11/2012
End of Action: 07/03/2017
DC Rapporteur: Mr Roel J Van den Berg (NL)
Total number of accepting Parties to date: 20
Total number of parties intending to accept: 0

4. Presentation of the delegations

The delegates presented themselves in a “tour de table” (Participants list see Annex 2). Each delegate also expressed preferences for Working Group involvement. With 16 parties present out of 20 the necessary quorum was achieved allowing the Management Committee meeting to officially take place in accordance with Article 8 of the Rules of Procedure for the Management Committee (see Annex 6).



5. General information on COST mechanism and the Annual Grant Scheme

Dr Stübner gave a presentation on COST and the ICT Domain (Annex 3). Relevant information can be found on the COST website at: <http://www.cost.eu>.

Dr Stübner and Ms Aranzazu Sanchez then continued with an introduction to the COST Grant System (Annex 4). Relevant documentation may be found at the official COST website at <http://www.cost.eu/guidelines>, including the following reference documents:

- Rules and procedures for implementing COST Actions (COST doc. 4154/11)
- COST Grant System Vademecum (Part B)
- Progress Report and Final Report templates
- Grant Agreement Template

Lastly, Ms Aranzazu Sanchez informed the delegates about the principles and procedures related to the administration of COST Action grants (Annex 5).

6. Agreement on the internal rules of procedure for the Management Committee of the COST Action

The Rules of Procedure for the Management Committee (Annex 6) were presented and read by Dr Stübner from Annex II of COST 4154/11 (Rules and Procedures for implementing COST actions). The Rules of Procedure were approved by the MC.

7. Election of the Chair and Vice-Chair of the Management Committee

Dr Agata Savary from Université François Rabelais (FR) was elected unanimously as Chair.

Prof. Adam Przepiorkowski from Polish Academy of Sciences (PL) was elected unanimously as Vice-Chair.

8. Election of the Grant Holder Institution & 2 Financial Rapporteurs

Grant Holder: Polish Academy of Sciences (PL) was selected as Grant Holder for the Action.

Prof Shuly Wintner (IL) and Mr Michael Rosner (MT) volunteered for the role of Action Financial Rapporteurs, with unanimous approval from the Management Committee.

Dr Stübner passed the chairing of the meeting to Dr Savary.