

**Minutes  
Management Committee Meeting**

**COST Action no. IC1207**

**Action Title: Parsing and multi-word expressions. Towards linguistic  
precision and computational efficiency in natural language processing  
(PARSEME)**

**Venue: Frankfurt am Main, Country Germany, 8 September 2014**

Note: several points below refer to the slides of the PARSEME plenary meeting (8/09/2014) downloadable at: <http://typo.uni-konstanz.de/parseme/images/Meeting/2014-09-08-Frankfurt-meeting/PlenaryOpening/2014-09-08-parseme-Frankfurt-plenary-session.pdf>

1. Welcome to participants  
Checking the quorum: 24 out of the 30 member countries are represented.
2. Adoption of the agenda - **vote: 24 in favor, 0 against, 0 abstaining,**
3. Approval of the minutes and matters arising of last meeting - **vote: 24 in favor, 0 against, 0 abstaining**  
The minutes are downloadable from: [http://typo.uni-konstanz.de/parseme/images/Meeting/2014-03-11-Athens-meeting/MC%20Meeting/Action\\_IC1207\\_MC\\_Minutes-Athens-2014-03-10.pdf](http://typo.uni-konstanz.de/parseme/images/Meeting/2014-03-11-Athens-meeting/MC%20Meeting/Action_IC1207_MC_Minutes-Athens-2014-03-10.pdf)
4. Update from the Action Chair
  - a. Status of Action, including participating countries  
30 member countries, 1 informal intention to join (Finland), 2 official IPC institutions
  - b. Action budget status
    - Year 1: allocated budget: 161,400 €; spent budget: 148,713 €, see the slides for the expenditure per country, gender and age (pp. 7-9)
    - Year 2: allocated budget: 187,940 €
  - c. STSM status and new applications
    - Year 1: planned budget - 22,500 €, spent budget - 14,210 € (9 STSMs, as planned)
    - Year 2: planned budget - 20,516 € (12 STSMs). 1 finished STSM, 1 running, 1 pending, 6 intentions (see slides p. 12)
5. Promotion of gender balance and of Early Stage Researchers (ESR)  
women: 47% of members, ESRs: 48%
6. Update from the Grant Holder
  - Our Yearly Financial Report has been approved. In the previous grant period we underspent 12,686,75 € that were returned to COST. We are still waiting for the payment of the 1st instalment of the current grant period.
  - For this period we have requested Strong Authentication feature, enabling Online Travel Reimbursement Request (OTRR) forms to be submitted fully online - all relevant documents/invoices/receipts will be uploaded to the e-COST system and not sent via regular mail to the Grant Holder anymore. All participants still have to keep the original invoices/receipts until 2019 for audit purposes. All participants will be notified about the new feature through the e-COST system.
7. Annual Progress Conference (feedback from DC)
  - New politics of inclusiveness towards: Bosnia and Herzegovina, Bulgaria, Cyprus, Czech Republic, Estonia, Croatia, Hungary, Lithuania, Latvia,

Luxemburg, the former Yugoslav Republic of Macedonia, Malta, Poland, Portugal, Romania, Serbia, Slovenia, Slovakia, Turkey. Objective: about 50% of the COST budget should go to the countries contained on this list (see slides p. 5)

- The European Science Foundation (ESF), who has been implementing agent for COST under FP7, will cease to do so. A newly COST Association created will take over. This transition should be transparent for the COST actions.
- COST budget for 2014-2020: 300 million € from the H2020 programme

## 8. Follow-up of MoU objectives

### a. Scientific assessment

Main successes, drawbacks and the key difficulties so far – a point from Yannick Parmentier: networking is working but no one is 100% dedicated to the action; it would be useful to allocate grants to people for a more active participation in the action (except STSMs, such grants are not allowed by COST rules). No other points were submitted by the MC members. Direct feedback from the Action members to the MC chair is welcome at any time, and particularly before the end of the budget year (spring 2015).

## 9. Scientific planning

### a. Scientific strategy

- Feedback from the ESR session:  
The ESR session on Monday, 8 September 2014 was chaired by Veronika Vincze, the ESR representative. No ESR-specific issues or recommendations were submitted but they are welcome at any time.  
The presentation of candidates and the vote for the ESR representative substitute took place. 8 applications were initially submitted. 2 were withdrawn (Ramona Enache and Kostadin Cholakov). 2 candidates could not present themselves (Darja Fiser and Seza Dogrouz). 4 candidates presented themselves: Federico Sangati and Corina Forascu had a live introduction, Maria Pia di Buono sent a video message and Jelena Mitrovic had a Skype talk. The voting members were the ESRs present in Frankfurt. The vote outcome was the following: Federico - 10, Jelena - 7, Corina - 2, abstaining votes - 2.
- MC validation of the ESR vote for the ESR representative substitute: **24 in favor, 0 against, 0 abstaining**. Federico Sangati now enters the Steering Committee as the substitute of Veronika Vincze.
- New mailing list for the ESRs ([parseme-esr@chopin.ipipan.waw.pl](mailto:parseme-esr@chopin.ipipan.waw.pl); the subscription is automatic when one joins a WG and one is an ESR)
- Generic response deadline for early-sent invitations via e-COST – in order to facilitate budget expenditure planning for each meeting and a timely sending out of e-COST invitations, the deadline for the e-COST response to any invitation is fixed to 2 weeks after the invitation has been sent out. Reminders will be sent before the deadline, as usual, to those members who have not yet responded. After the deadline, the missing response will be interpreted as declining the invitation and reimbursement will no longer be granted. Vote results: **24 in favor, 0 against, 0 abstaining**

### b. Action Budget Planning

Reminder of the email vote on 6-13 June 2014 for the Work and Budget Plan for year 2: member parties - 30, voting parties - 27, absence of reply (interpreted as consent) - 3, in favor of the WBP proposal - 30

The following minor errors have been spotted during the vote (as mentioned in my previous emails):

- page 1: the allocated budget is EUR 188.400,00 while the TOTAL EXPENDITURE p. 12 is EUR 187.940,00,
- page 10: "Valetta, Malta, March 2014" should be "March 2015",
- page 11: "Prague, the Czech Republic, 19-23 January 2014" should be "19-23 January 2015",

- page 11: OERSA is EUR 1,000, while it is 1000,10 € in the the summary budget p.12.

#### c. Long-term planning (including anticipated locations and dates of future activities)

- Training School in Prague, 19-23 January 2015 -
  - reminder of the COST rules concerning training schools: the travel reimbursement for trainees is a flat rate, it can be defined differently for different group of countries; the hotel reimbursement can be different for trainers and for trainees; the reimbursement rates for trainers are the same as for the general meetings
  - proposed reimbursement rates for trainers: hotel flat rate: 120 €/night; **vote - 23 in favor, 1 abstaining, 0 against** (meal reimbursement follows the rules for general meetings: 20 €/meal)
  - proposed reimbursement rates for trainees: hotel flat rate: 90 €/night; subsistence: 15 € per meal; **vote - 24 in favor, 0 abstaining, 0 against**
  - trainers and contents – see slides p. 10; **vote - 23 in favor, 1 abstaining, 0 against**
- 4th general meeting, Malta, 19-20 March 2015 – proposed hotel reimbursement rate: 120 €/night; **vote - 24 in favor, 0 abstaining, 0 against**
- 5th general meeting – proposal from Alexandru Ioan University in Iași, Romania, September 2015 (see <http://typo.uni-konstanz.de/parseme/images/Meeting/2014-09-08-Frankfurt-meeting/MC-meeting/lasi-4-Parseme-no-movies.pdf>); precise dates will be negotiated shortly; **vote - 24 in favor, 0 abstaining, 0 against**
- Call for organizers of the 6th meeting (spring 2016), deadline 9 March 2015

#### d. Dissemination planning (Publications and outreach activities)

- PARSEME logo – presentation of 5 nominations, see slides pp. 14-18 and the webpage <http://typo.uni-konstanz.de/parseme/index.php/2-general/100-logo-proposals>; reminder that creating a logo is considered by COST as „altruistic work” and cannot be funded from the Action's budget; **vote by secret ballot** (vote secretaries: Gyri Smordal Losnegaard, Adam Przepiórkowski) -
  - **9 in favor of proposal 1 from Viktorija Kulešova**
  - **6 in favor of proposal 2.1 from Valentin Zbant**
  - **4 in favor of proposal 2.2 from Valentin Zbant**
  - **2 in favor of proposal 2.3 from Valentin Zbant**
  - **1 in favor of proposal 3 from Sebastian Sulger**
  - **2 blanc votes**

#### 10. Meeting relocation from Haifa to Frankfurt

- reminder of the COST Office recommendation on 24 July 2014
- reminder of the **MC vote on 25 July - 20 August**: 26 countries out of 30 took part in the vote, no tacit approval rule applied:
  - **4 countries** (Denmark, The Former Yugoslav Republic of Macedonia, Israel, Lithuania) **IN FAVOR** of maintaining the meeting in Haifa on 8-9 September 2014, under the circumstances described in the COST recommendation from 24 July,
  - **19 countries** (Croatia, Czech Republic, Estonia, France, Germany, Hungary, Italy, Latvia, Netherlands, Norway, Romania, Serbia, Slovakia, Slovenia, Spain, Sweden, Switzerland, Turkey, United Kingdom) **AGAINST** maintaining the meeting in Haifa on 8-9 September 2014 (i.e. in favor of relocating the meeting to another COST country participating in PARSEME, under the circumstances that still have to be discussed),

- **3 countries** (Greece, Malta, Poland) **ABSTAINING** (the vote from Greece reached us after the deadline),
  - **4 countries** (Bulgaria, Iceland, Ireland, Portugal) **did not take part** in the vote.
  - acknowledgement to the Israeli COST representative:
    - reminder of the motivations behind a message to the Israeli CNC, Mr Goldberg, on behalf of the MC,
    - summary of reactions to this proposal from the MC members,
    - proposed voting procedure:
      - **vote 1** about sending the precise message proposed on the parseme-mc list on 5 September 2014;
      - **vote 2** (if the results of vote 1 are not in favor) on not sending the message at all or sending a reduced message without the paragraph concerning separating the scientific and the political channels
    - **vote 1 by secret ballot** (vote secretaries: Gyri Smordal Losnegaard, Adam Przepiórkowski) - **16 in favor, 3 against, 5 abstaining**
  - statement from Shuly Wintner (local organizer in Haifa) - see attachment
11. AOB - no issues
  12. Location and date of next meeting  
Malta, 19 March 2015
  13. Closing