

# Paracat Kick-Off Meeting

## MINUTES

**Date:** 10-11<sup>th</sup> January 2019

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**Venue:** Sala Principi d'Acaia, Via G. Verdi 8, UNITO  
Torino (Italy)

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**The meeting has been organized** by Mario Chiesa and held at *Università di Torino*, (Italy).

**The meeting was attended** by the following representatives of beneficiaries and partner institutions.

Namely:

1. Mario Chiesa, (UNIVERSITA DEGLI STUDI DI TORINO, coordinator)
2. Bartolomeo Civalleri (UNIVERSITA DEGLI STUDI DI TORINO)
3. Gianfranco Gilardi (UNIVERSITA DEGLI STUDI DI TORINO)
4. Enrico Salvadori (UNIVERSITA DEGLI STUDI DI TORINO)
5. Elio Giamello (UNIVERSITA DEGLI STUDI DI TORINO)
6. Cristiano Lo Iacono (UNIVERSITA DEGLI STUDI DI TORINO)
7. Emilia Sannino (UNIVERSITA DEGLI STUDI DI TORINO)
8. Andreas Pöppel (UNIVERSITAET LEIPZIG)
9. Damien Murphy (CARDIFF UNIVERSITY)
10. Sabine Van Doorslaer (UNIVERSITEIT ANTWERPEN)
11. Bert Maes (UNIVERSITEIT ANTWERPEN)
12. Patrick Loobuyck (UNIVERSITEIT ANTWERPEN)
13. Ines Garcia-Rubio (UNIVERSIDAD DE ZARAGOZA)
14. Patricia Ferreira (UNIVERSIDAD DE ZARAGOZA)
15. Milagros Medina (UNIVERSIDAD DE ZARAGOZA)
  
16. George Mitrikas (INN-DEMOKRITOS)
17. Fabrizio Piemontesi (LYONDELL-BASELL)
18. Ugo Visentini (LYONDELL-BASELL)
19. Martin Hartmann (UNIVERSITÄT ERLANGEN)
20. Paul Georg Furtmüller (BOKU)

## Day 1 - 10<sup>th</sup> January 2019

The meeting started at 9:00.

### Session 1: Meet the consortium

The **coordinator** and local organizer, **Mario Chiesa**, welcomed the participants and presented the scientist-in-charge of each beneficiaries and involved partners (field of excellence, roles in the project etc.). He gave a general overview of the scope of the meeting, highlighting the expected deliverables.

### Session 2: Work Packages Presentation

#### WP1 (M. Chiesa, UNITO)

The **coordinator** gave a **general overview on the ParaCAT project**, drawing the participants' attention on:

- the WPs
- the research objectives to be reached
- the recruitment process to establish
- the revised timetable (formal notification to REA) to follow
- the role within the project of the non-academic sector.

Soon after, the coordinator focused on the **management of the project**. In particular, the following topics were touched:

- Role and responsibilities of the coordinator and the beneficiaries in compliance with GA requirements.
- Milestones to be achieved and deliverables to be draft and submitted to REA according to the project's timetable. To this regard, special attention was given to:
  - **D12** - The website. It will be hosted in a '.EU' Internet Domain and be set-up by *Universiteit Antwerpen*. It will display also the project's logo - to be designed by the staff of *Università degli Studi di Torino*.
  - **D13** - Double doctorate agreements to be defined, draft and signed by all the involved Universities.
  - **D7** - Consortium Agreement: the network agreed on the final version of the document and accepted to have it signed by all the organization (beneficiaries) legal representatives and send it then to the coordinator via hard mail. The coordinator will finally send the complete signed copy back to each of the beneficiaries and upload it on the Participant Portal.
  - **D9** - The governance structure of the project was set-up. In particular:



- The Supervisory Board (SB), the decision-making body of the consortium, is made up of 13 members, namely: M. Chiesa, S. Van Doorslaer, A. Pöpl, I. Garcia Rubio, D. Murphy, G. Mitrikas, M. Hartmann, F. Piemontesi, C. Obinger, I. Sukhotska, P. Hofer plus two ESRs
- The Executive Board (EB), the scientific body for the execution of the project, is made up of: M. Chiesa, S. Van Doorslaer, A. Pöpl, I. Garcia Rubio, D. Murphy plus a Project Manager to be hired.
- The Tutors Board (TB), in charge of setting, implementing and reporting on the supervision activities and results within the joint programme, is made up of all fellows' supervisors and the ethicist (P. Loobuyck).
- Distribution of EU funding: the ITN financial rules were recalled to explain the difference between the cost categories and the admissible uses of the funds. In order to give full access to the audience about the rules of an ITN-MSCA, the Coordinator shared the presentations he was given during his participation at the H2020 MSCA ITN 2018 Coordinators' Info Day on 23 November 2018. Free and open access to those documents will be guaranteed to the consortium by email and uploading them in the private download area of the project website.
- RE-Distribution of the project's institutional costs as agreed in the Consortium Agreement. In particular, the Coordinator withholds:
  - from "Management and Indirect Costs - B2" - a flat rate of 480€ from each Party per eligible fellow month to cover the costs of employing the Project Manager and for the overall management of the Consortium
  - from "Research training and networking - B1" a total amount of 14.520€ from each Party to create a Network-Training Fund for the provisions related to travel costs of partner organizations, overheads for partner organizations hosting secondments and network wide meetings and training events.
- Monitoring of the project implementation and mid-term and interim checks.

### **WP6 (S. Van Doorslaer, UAntwerp)**

Sabine Van Doorslaer (SVD) reminded the audience about the WP6's tasks, milestones and deliverables, focusing on the following issues:

- The recruitment of 10 ESRs, the strategy and the criteria to be followed (i.e. advertisement, gender balance etc.). The Consortium agreed to send out a second run of advertisement in case of need and to post the call on other portals such as LinkedIn.



- The Joint Selection Committee, in charge of the selection and evaluation procedure, which was set-up as follows: 1 member per each of the 5 beneficiaries, namely: M. Chiesa, S. Van Doorslaer, A. Pöpl, I. Garcia Rubio, D. Murphy.
  
- **D8** - The definition of the recruitment plan (timetable, evaluation criteria, procedures) according to the following steps:
  - 1) eligibility based on presented documents;
  - 2) evaluation of the CV. To do so, an evaluation template will be draft in accordance with the European Code of Conduct for the Recruitment of Researchers (<https://euraxess.ec.europa.eu/jobs charter/code>);
  - 3) Interviews via Skype or other remote meeting software. To ensure the fair process the consortium agreed on pre-determining the questions that will be posed to the candidates (a set of general questions for all the candidates and a set of technical questions specific for the different positions).All this should be ready by end of January 2019.
  
- **D16** - The Personal Career Development Plan to be drafted. SVD suggested to use a template, including *ad hoc* modifications for the project (i.e. Cardiff requirements about the level of knowledge of the English language).
  
- Planning of the training. In particular, the programme of the 1<sup>st</sup> PARACAT Network symposium (to be held in UAntwerp, on 14-20<sup>th</sup> July 2019) was discussed – in order to have a detailed agenda (needed to obtain the ECTS from the hosting university) within April 2019 at latest. Subjects, possible invited speakers - covering both ethical and scientific aspects – and a tentative timetable were agreed.
  
- Organization of secondments. On general agreement between the consortium members and the REA, the project's timetable and the duration of the secondments were modified.

### **WP3 (D. Murphy, CU)**

Damien Murphy summed up the WP scientific activities to be performed. A discussion about the planning of activities followed.

### **WP4 (A. Pöpl, ULEI)**

Due to a flight delay, the WP leader Andreas Pöpl did not reach the venue in time. A presentation was delivered by U. Visentini (LYONDELL-BASELL) on the history of the company and the services it offers to reach the scientific goals of the project. M. Chiesa gave a brief presentation on the background knowledge on Ziegler Natta catalytic systems. The activities of WP4 were discussed in detail in the afternoon during the discussion meeting.



### WP5 (I. Garcia Rubio, UNIZAR)

Inés García Rubio reminded the audience about main goals and the rationale for scientific WP 5: “Selective Aerobic Oxidations”. The presentation started with an overview of the general and specific objectives of the work package. Description of the work, distribution of tasks and Roles among the beneficiaries and partner organizations. Then, a brief description of the individual research projects ESR 7-10 was done. The presentation ended with the identification of the short-term goals and activities for the starting period of the project. A discussion about the planning of activities followed.

### WP7 (M. Chiesa, UNITO)

The **Coordinator** mentioned to the audience the importance to carry out outreach activities from the very beginning of the project and during its whole lifespan. He provided the attendees with the EC guidelines to be followed. A brief discussion about the best communication means to use (Facebook, LinkedIn, blog, press releases, TV etc.) and the main topics to communicate (i.e. the ethics–chemistry link) followed.

After that, the audience divided in small groups to let everyone discuss the scientific activities related to the three scientific work packages.

The meeting ended at 18:30.

In the evening the whole group met at the Restaurant for a networking event.

## Day 2 - 11<sup>th</sup> January 2019

The meeting started at 9:00.

### WP2 (S. Van Doorslaer and P. Loobuyck, UAntwerp)

Sabine Van Doorslaer summed up the WP deliverables to be draft and touched the following topics:

- **D11** - PARACAT code of conduct based on ALLEA code to be adopted by all. This should be ready by 28<sup>th</sup> February 2019.
- Open science, its implications and H2020 rules to guarantee open access to scientific publications. A discussion about the necessity to have all the data open and the intellectual property rights took place. Furthermore, the consortium agreed to find an open data server to use for administrative and/or scientific uploads – that can be also used by those institutes that do not allow the use of GoogleDrive or DropBox.

- **D15** - The importance of ethics and the integrity in science. In particular, the first day of the 1<sup>st</sup> PARACAT Network symposium (to be held in Uantwerp, on 14-20<sup>th</sup> July 2019) will be dedicated to this issue. In addition, a discussion about how to communicate science in a fair way followed (i.e. what kind of tools to use, what level of control on the contents, how to manage external communication and the relations with the mass media etc.)

P. Loobuyck gave a presentation about the way to practically embed ethics in science and how to teach it to the ESRs to be hired. More specifically, the discussion touched the hereunder listed points:

- How the supervisors can guide the ESRs to adopt an ethical behaviour in science?
- How make authorship of scientific publications “responsible”?
- How many publications a ESR can actually work on in a 3 years’ doctoral program?
- How to balance the necessary “marketing” to get funding with the appropriate ethical behaviour in science?
- How to explain to ESRs how science works and should be?
- To what extent “failure” is accepted and acceptable in the scientific community?
- How to teach ESRs to be “good reviewers” in the future?
- What are the common violations of research integrity?
- What are the general ethical rules at international level?
- Is scientific integrity useful and needed also in the private sector? How to teach it to the ESRs?
- How to make ethics relevant for the future career of the ESRs?

Finally, the consortium agreed on the need to teach also the trainers about all the above-mentioned aspects.

In conclusion, the Coordinator summarized the decisions taken during the meeting and thanked the all participants and speakers for the very fruitful meeting.

The activities ended at 12:30.



## ANNEX I

## AGENDA

**Date:** Turin, 10-11<sup>th</sup> January 2019**Venue:** Sala Principi d'Acaia, Via G. Verdi 8, UNITO, Torino (ITALY),

## 10 January 2019

## Session 1: Meet the consortium

**09:00 – 09:30 h** Welcome and overview of the ParaCAT project

## Session 2: Work Packages Presentation

*45 min overview of the WPs objectives, tasks, milestone, deliverables and draft of the action plan for the period M1-M6.***09.30-10.20 h** **WP1 (M. Chiesa, UNITO)** Set-up of joint governing structure, the supervisory, executive and tutorial boards. Co-tutelle and consortium agreements.**10.20-10.50 h** **WP6 (S. Van Doorslaer, UAntwerp)** Recruitment and training. Defining the details of the recruitment plan. Planning of the first summer school.**10.50-11.15 h** **Coffee break****11.15-12.00 h** **WP3 (D. Murphy, CU)** Planning of activities**12.00-12.45 h** **WP4 (A. Pöppl, ULEI)** Planning of activities**12.45-14.30 h** **Lunch****14.30-15.45 h** **WP5 (I. Garcia Rubio, UNIZAR)** Planning of activities**15.45-16.30 h** **General discussion****16.30-17.00 h** **WP7 (M. Chiesa, UNITO)** Data management, dissemination and outreach**20.00 h** Dinner

## 11 January 2019

**09.00-11.00 h** **WP2 (S. Van Doorslaer and P. Loobuyck, UAntwerp)** Ethics and Scientific Integrity.**11.00-11.30 h** **Coffee break****11.30-12.00 h** Conclusive remarks and end of the meeting.