

## Minutes of the aMUSE Management Board Meeting 29 April 2022 - 9:30 am CET

Attendees: A. Ferrari (HZDR), G. Cavoto (UniRM), M. Fertl (JGU), M. Gallinaro (LIP), G. Gautier (SGB), S. Giovannella (*chair*, INFN-LNF), D. Lucchesi (UniPD), M. Martini (FS), M. Silarski (JU), D. Stöckinger (TU), G. Venanzoni (INFN-Pisa),

Excused: M. Fertl (JGU), A. Iovene (CAEN), A. Papa (PSI)

### Agenda:

1. Report from Gender Advisor
2. Recap of RISE rules
3. Planning of secondments
4. Milestones and Deliverables
5. Snowmass travels
6. a.o.b.

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The opening of the meeting foresees a presentation from the Gender Advisor, Mia Tosi from University of Padova. Unfortunately, for health reasons she was not able to attend the meeting and the slides are briefly introduced by the MB chair, addressing the strategy of gender equality and gender aspects in the research pursued by the European Commission. A first survey of gender balance in aMUSE has been prepared, based on the planning of the Grant Agreement. A survey will be soon circulated among aMUSE participants to have an updated and more detailed picture of the situation.

S. Giovannella reminds the RISE rules for the eligibility of the secondments and the internal aMUSE rules to manage secondments:

- The whole staff member unit cost must be used to pay expenses related to the secondment, while the research, training and networking costs can be used for meetings, training and dissemination and to integrate travel expenses.

- The eligible staff members to be seconded are Early Stage Researchers, Experienced Researchers and Technical Staff in our case. No master thesis students or retired people can be seconded. We do not have tasks where Administrative and Managerial Staff involved in the research and innovation activities, therefore those profiles cannot be seconded.
- Seconded personnel must be linked to the home institute since at least one month and must be devoted full-time to the action.
- Eligible secondments are from Europe to Third Countries (US for us: FNAL, BNL and SLAC laboratories) or between research and industry. A secondment receives funds if longer than one month in the same host institute.
- Beneficiaries must ensure unchanged rights and obligations during the secondments. This includes health coverage in US.
- The list of seconded personnel to be provided to the host institute is centralized through the aMUSE consortium secretariat. Seconded staff have to prepare a short report on the activities carried out during their staying.

Dissemination activities are going to start with presentations at spring conferences, and some outreach events were organized in this first months of the project. They are listed on the aMUSE web page (<http://amuse.lnf.infn.it>) and advertised on Twitter account, together with news related to the project. S. Giovannella reminds that dissemination includes papers and proceedings, and that is mandatory to guarantee open access and to acknowledge the H2020 RISE funding through the official aMUSE acknowledgements.

A discussion on training follows. This is a fundamental aspect of H2020, which aims to increase individual skills and career perspectives for the involved personnel. Training courses will be organized during General Meeting, but some extra trainings are strongly encouraged. There is no need to spend extra money for this, profiting of training courses organized at home and host institutes and attending free webinars.

The activities of the first year of the project are proceeding as planned. All due deliverables (D7.1 - Kick-off meeting, D7.7 - Website) and milestones (MS14 - Management Structure in place) were complete and submitted to the European Commission. The Management Board and Scientific Board meetings were organized as scheduled. The only concern is on the number of secondments performed up to now. In the first months of 2022 the COVID-19 pandemic significantly increased both in Europe and US, preventing the start of travels as planned. At the moment, only travels from INFN started, with a fraction of 26% w.r.t. the GA schedule. Each MB representative presents the secondment plan of his/her institute up to the end of August. Travels to Fermilab will start in all scientific institutes on a more regular basis. Details can be found at the following link: <https://agenda.infn.it/e/amuse-mb-apr2022>. If met, delays will be significantly recovered. The Project Officer agreed in considering Snowmass travels to Seattle from aMUSE US host institutes as part of the secondments, since this is an operative meeting whose final result will be a summary document affecting the US HEP plans and thus aMUSE tasks and future plans. This will speed up the recovery of travel delays.

The meeting is adjourned at 12:00 pm CET. The next Management Board meeting will be held in August 2022.