



## **COST Action CA16109 COLOSSAL**

### **Chemical On-Line cOmpoSition and Source Apportionment of fine aerosol**

#### **Agenda**

#### **Management Committee Meeting 4 (MCM4) 16 October 2019, Riga, Latvia**

1. Welcome to participants
2. Verification of the presence of two-thirds of the Participating COST Countries or, if applicable, a quorum
3. Adoption of agenda
4. Approval of minutes and matters arising of last meeting
5. Update from the Action Chair:
  - a) Status of Action: start and end dates of Action
  - b) Participating COST countries, participating NNC/IPC institutions and Specific Organisations
  - c) Requests to join the Action
6. Update from STSM Coordinator, Véronique Riffault: Short Term Scientific Missions (STSM), review of completed reports and new applications
7. Update from ITC CG Coordinator, Jurgita Ovadnevaite: ITC Conference Grants, review of completed reports and new applications
8. Update from Gender Balance Coordinator and ECI Coordinator, Luminita Marmureanu and Axel Erikson: implementation of COST policies on:
  - a) Promotion of gender balance and Early Career Investigators (ECI)
  - b) Inclusiveness and Excellence
9. Update from the Grant Holder: Action budget status
10. Update from the COST Association, if a representative is present
11. Monitoring of the Action
  - a) Progress reports
  - b) Reviewer comments to the PR2
  - c) Follow-up of MoU objectives
  - d) Progress in WG1 regarding objectives and deliverables, by O. Favez and D. Green
  - e) Progress in WG2 regarding objectives and deliverables, by S. Gilardoni and J. Ovadnevaite
  - f) Progress in WG3 regarding objectives and deliverables, by G. Mocnik and A. Kasper-Giebl
  - f) Progress in WG4 regarding objectives and deliverables, by S. Platt and A. Alastuey
12. Action Dissemination update
  - a) new material produced: videos, by D. Sokolovic
  - b) updates on website, by D. Sokolovic
  - c) Twitter updates, by D. Green



13. Scientific planning
  - a) Scientific strategy (MoU objectives, GP Goals, WG tasks and deliverables), by Action Chair and WG leaders
  - b) Long-term planning (including anticipated locations and dates of future activities)
  - c) Action Budget Planning
  - d) Dissemination planning (Publications and outreach activities)
14. Any Other Business
15. Location and date of next meeting
16. Summary of MC decisions
17. Closing

