

COST A29 – HOPS
Human and organisational factors
in industrial planning and scheduling
MC Meeting
Fréjus (F), 23.3.2007

Minutes

Participants:

Cyprus	Christos DIMOPOULOS (activity co-facilitator)
Czech Republic	Zdenek MOLNAR
France	Jean-Michel HOC
France	Nasser MEBARKI
Germany	Ruediger VON DER WETH (activity facilitator)
Ireland	Peter WILLIAMS (activity facilitator)
Netherlands	Fransoo JAN (MC vice chair)
Netherlands	Wout VAN WEZEL (activity co-facilitator)
Slovakia	Stefan MARSINA
Sweden	Johan KARLTUN
Sweden	Martina BERGLUND (activity facilitator)
Switzerland	Toni WAEFLER (MC chair)

1 Adoption of agenda

Agenda adopted

2 Minutes of last meeting

The MC accepts the following minutes and documents (all available on <http://www.hops-research.org/>):

Minutes of the MC Meeting in Prague (CZ), 16.3.2006

Minutes of the MC Core Group meeting, Madrid, (E), 12.10.2006

Minutes of the MC Core Group meeting, Olten, (CH), 4.1.2007

Annual HOPS Report, delivered to the COST Office in February 2007

3 Report from the Science Officer

News from the COST office:

The COST Committee of Senior Officials has decided that all current and new Actions must shift to the grant system (where the Action manages its own budget in accordance with the COST Vademecum) no later than 1 April 2008. However, Actions ending before that date (A21-A26) are not obliged to shift and exceptions *may* also be possible for Actions ending later in 2008.

The MC decided not to change the system for the last 18 months (if possible).

Budget Status:

Year	Secretariat	Publications	Workshops / Seminars	MC meetings	STSM	other	Total
2004	-	-	-	14'004	-	-	14'004
2005	680			53'993	788	1320	56'781
2006	2000			62323	2250		66573
Total							137358

4 Year Budget planning

According to the COST office (mail from 4.12.06) The Action's preliminary budget envelope will be 80000 EUR. The MCCH submitted the following budget requests to the COST office. This requests are endorsed by the MC.

Type of meeting	Date	Place and country	No. of Action member reimburse-ments	Total estimated cost, €
MCCG	4.1.2007	Oltén (CH)	2	1400
Activity	1./2.2.2007	Eindhoven (NL)	1	700
Activity	21.2.2007	Brugg (CH)	3	2100
MC & WG	22./23.3.2007	Fréjus (F)	27	18900
Activity	19./20.4.2007	Limerick (Irl)	4	2800
Activity	23.-25.4.2007	Alby (F)	1	700
Activity	10./11.5.2007	Nantes (F)	6	4200
Activity	16-18.5.2007	Nottingham (UK)	1	700
Activity	21./22.5.2007	Bamberg (D)	5	3500
STSM	May 2007			1500
WG Special Session EUROMA	18.6.2007	Ankara (Tr)	5	3500
WG Special Session HAAMAHA	9.7.2007	Poznan (Pl)	8	5600
WG	1./2.10.2007	Eindhoven (NL)	21	14700
Activity Meetings as required	Fall 2007	Various	30	21000
				0
Total				81300
STSMs (individual)		Number:	6	9000
General Action Support Grant (GASG):				2000
Total Action Budget:				92300

5 General Action Support Grant Reporting (GASG)

In 2006 a GASG of Euro 2000 was paid to the University of Applied Science Northwestern Switzerland (FHNW) in order to compensate for the administration of the Action.

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6 STSM status, applications

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7 Publications, annual report

The annual report has been submitted to the COST office by Feb 2007.

It is planned to produce a HOPS Book edited by the MC Core Group and to be presented at the final HOPS conference. Jan Fransoo is the project leader..

8 Action evaluations

Toni Wäfler will have to present the progress and the preliminary results of the Action to the Domain Committee (Meeting in Vienna, June 4-6 2007)

9 Requests for membership

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10 Request for non-COST participation

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11 Website news

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12 Progress report of working groups

The progress reports of the Activities have been endorsed by the MCCG. For the progress report 2007 the MCCG will provide a template in order to standardize the structure of the report.

13 Long-term planning

The following meetings are planned:

2007:

- Conference Session (resp. Martina Berglund, Jane Guinery, Jan Fransoo) in the following conferences:
 - o EUROMA07, Turkey, June 2007
 - o HAAMAHA2007, Poland, July 2007
- 1./2.10.2007 WG meeting in The Netherlands, (resp. Jan Fransoo)
- Activity- / Facilitator- / MCCG-meetings / STSM's as required

2008

- 10./11.3.2008, Lausanne (CH), Facilitator Meeting in Spring (Focus: Finalizing the Book)
- Activity Meetings / MCCG-meetings as required
- Final Conference, July 2008, (in cooperation with BDOM, our US 'counterpart') regarding hosting several possible partners are under consideration (FP7 officers Brussels, ETH in Zürich, EPFL in Lausanne, TuE in Amsterdam)

14 Time and place of next MCCG meeting

- 1./2.10.2007 The Netherlands

15 AOB

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27.3.2007

Toni Wäfler