

1stApPEC General Assembly
November 29th, 2012,
Research Foundation Flanders (FWO)
Egmontstraat 5, Brussels

Draft Minutes

Present (partner representatives entitled to vote in bold): Teresa Montaruli, **Daniel Bertrand**, **Ursula Bassler**, **Gabriel Chardin**, Stavros Katsanevas (Chair), Ino Agrafioti, **Janet Seed**, **Iliana Brancus**, **Frank Linde**, Job De Kleuver, Yaroslav Sorokotyaga, **Antonio Masiero**, Antonio Ferrer, Francisco Del Aguila, Jose Angel Villar, Tihomir Suric, **Mirjana Maksic**, Lea Perinic, **Bozena Czerny**, Vilmos Németh, Vasuth Matyas, Ion Siotis, Arnaud Marsollier, **Christian Stegmann**, Hans-Juergen Donath, Thomas Berghöfer, Sandra Hesping, Maciej Krzystyniak.

Excuses from: Luke Drury, Tatsuya Nakada, Catherine DeClercq, Sergio Bertolucci, Philippe Chomaz, Fernando Ferroni.

1. Adoption of the Agenda

The agenda was accepted by the General Assembly.

2. Elections for ApPEC governance (Chairperson, General Secretary)

The General Assembly chaired by Janet Seed discussed the different proposals for the positions of the Chairperson of the General Assembly and the General Secretary. The consensus was that Stavros Katsanevas will be the Chairperson (Chair) and Thomas Berghoefer will be the General Secretary of the new ApPEC. Both appointments were effective immediately for a period of 2 years.

3. Discussion on accession of new partners

Stavros Katsanevas, the Chair, listed the countries that are candidates of accession and gave an update on how far these countries have advanced in their accession process. The organisations that will be able to join ApPEC in the very near future are:

- CHIPP (Switzerland)
- FNRS (Belgium)
- LSC (Spain)
- NIH (Hungary)
- NCRS Demokritos (Greece)
- RPF/UoC (Cyprus)

The General Assembly agreed to accept the accession to ApPEC of Spain (represented by LSC), FNRS and Switzerland (represented by CHIPP), where an accession document was already prepared.

4. Nomination of SAC members

The Chair will e-mail the Participating Institutions of ApPEC inviting them to nominate members for the SAC. In his e-mail he will include a list of the previous SAC members as well as the received nominations so far. Participating Institutions of ApPEC agreed to send their nominations for the SAC before the 15th of January.

The profiles of people should be scientific and Participating Institutions should try to avoid conflict of interest with the major projects as much as possible. ApPEC Participating Institutions are allowed to nominate SAC members from outside Europe, but in this case they should take into account that there will be an issue of how their travel costs will be treated. However, the GA emphasised that the SAC should be the best possible committee, i.e. funding should not be a deterring factor when choosing its members. The common fund could be used for their travelling expenses, within some reasonable limits. It was also added that the members of the SAC will not represent the countries that nominated them: they will have been chosen for being excellent scientists.

It was decided that due to time constraints the mandate and size of the SAC will be discussed in the next ApPEC GA meeting, but it was suggested that the new SAC should certainly be smaller than the previous one (e.g. less than 15 members).

5. Approval of the 2013 workplan

The Chair presented the 2013 workplan (document attached in the e-mail sent to the GA before its first meeting). In summary, the work described in the ApPEC MoU for 2013 will be carried out through six meetings:

- There will be 6 Joint Secretariat (JS) meetings, concerning the functional centres and other national correspondents (February, April, June, September, October, December). The first JS will be hosted at Canfranc.
- In parallel to the second JS meeting, the members of the JS working groups, set up during the first meeting will convene in order to discuss progress on the workplan and the different working groups will hold parallel sessions in order to work on the different issues decided upon during the first JS meeting. Most probable venue Gran Sasso.
- There will be two meetings of a more general character, which means that they may include a workshop that will involve the wider Astroparticle Physics community.
 - The first general meeting, in parallel with the 4th JS meeting, will be a SNOWMASS type of meeting where theorists and experimentalists as well as agency representatives will gather in order to discuss the recent results from LHC, PLANCK, neutrino etc and what could be their implications for ApP. It will be also the occasion of the first SAC meeting, provided the SAC nominations and mandate procedures have been completed. Most probable venue APC.
 - The second general meeting, in parallel with the 5th JS meeting, will have as aim to prepare the ApP community for the new Framework Programme, whose calls will be started at the beginning of 2014. Most probable venue DESY.

- Two of the six JS meetings (third and fifth) will also be the occasion for a General Assembly.

Each of the functional centres will at maximum organise one JS and a General meeting. However, it will be highly welcome if any of the other ApPEC participating institutions wishes to host any of these meetings, in fact this is the case for the first JS that will be organised in Canfranc. The proposed average budget for a General meeting is 11k euro whereas for a JS/GA meeting is 500 euro. Up to 15k euro will be dedicated to outreach, which will include the costs of hosting the website and of materials that will be needed in order to communicate the new ApPEC. The workplan was approved by the General Assembly.

Concerning the part of the next ApPEC GA meetings that will focus on the roadmap priorities, the GA discussed the nature and structure of such sessions. It was decided that the focus should not be on the scientific side of the projects, but on the management, evaluation phases and funding for these infrastructures. The financial boards of each of the projects have been discussing how this funding will be achieved. In the ApPEC, however, a more global view of infrastructure funding can be obtained. The GA will start such sessions in the next meeting, with the examination of KM3NeT and CTA, since they are also on the ESFRI roadmap. Dark Matter and neutrino infrastructures will be discussed in the 3rd ApPEC GA meeting, after the announcements of the European Strategy Group.

6. Common fund issues

The GA accepted the sample agreement discussed between CNRS and DESY. The countries agreed to send their national contribution by the 1st of April of each year. The General Secretary will send the invoice and the corresponding agreements to the participating institutions during the first month of each year.

7. ApPEC and the European Strategy

The ESG preparatory group, which includes representatives of two ApPEC Participating Institutions (Philippe Chomaz and Catherine de Clercq), is preparing the text of the European Strategy. Once this document is public, ApPEC will be able to send its opinion on this document.

Next, the statements that ApPEC would like to see written in the ESG roadmap were discussed. Participating Institutions of ApPEC should discuss what are the main points that need to be part of the ESG roadmap before the ESG meeting of the 21st of January 2013.

The Chair will discuss with Christian Spiering, who chaired the ASPERA SAC, in order to write a smaller statement, smaller than the one and half page of the executive summary prepared in June 2012 by SAC. It will be sent to the GA, to be discussed by email, if there are unresolved issues a phone conference may be organised for their discussion.

There is a second group that is preparing a document concerning the relations of CERN and other organisations, such as ApPEC. The Chair, who is part of this group, will send the most recent version of the document to the GA. The GA decided that this document should be discussed in detail in the 2nd GA meeting.

In the meantime, members of the GA remarked that in the document produced so far, it is mentioned that a number of international organisations are observers, but the observer organisations in the new ApPEC have not yet been discussed by the GA. It should thus be made

clear that these organisations have been observers in the previous ApPEC and that since June 2012, there is a new ApPEC, which is currently evolving.

8. ApPEC and APIF

Janet Seed presented the conclusions of the last APIF meeting. The management aspects of projects were discussed amongst others in the last meeting, in order to identify what are the issues that international large scale projects should be required to address. An OECD document based on the ASPERA deliverable presented by Stavros Katsanevas will be prepared. The issue of scientific advice body for APIF, what may be APPIC, was also discussed during the APIF meeting. APIF was waiting for more information on the composition of APPIC and the process for its appointments before deciding if that was an appropriate scientific advisory committee.

It was proposed that the Chair addresses APIF with the question to include a representative of ApPEC in APIF, since there are Participating Institutions of ApPEC that are not represented in APIF. Once the reply of APIF has been obtained, if this is positive reply, then the GA will decide how it will be represented best.

9. ApPEC logo and website, data safeguarding

Arnaud Marsollier presented the plan for outreach in the new ApPEC (see presentation attached). It was proposed to move the website to a private host and give mandate to Secretariat to make decision on the logo and website structure. These proposals were accepted by the GA. It was agreed that the new website and logo should emphasize the change to the new ApPEC.

10. Status of ASPERA activities (including 3rd call)

Thomas Berghoefer, the ASPERA coordinator, presented the status of ASPERA activities (see presentation attached). Ino Agraftoti and Hans-Juergen Donath presented the status of the 3rd ASPERA Call.

11. Discussion of rules of procedure for GA, JS and SAC

The rules of procedure for GA and SAC were postponed for the next GA meeting. The rules of procedure for JS were briefly discussed, without any conclusions.

12. A.O.B

None

13. Date of next meeting

The 5th of April 2013 and will take place in Rome.

Action LIST

1. Participating institutions need to send their nominations for SAC members by the 15th of January.
2. The General Secretary will send the invoices for the common fund during the first months of 2013.

3. The Chair will send to the members of the GA the existing documents of the European Strategy Group (ESG)
4. The Chair will organize a phone conference to discuss the few lines of priorities relevant for Astroparticle Physics that will be proposed to the ESG meeting in Erice.
5. The Chair will inform APIF of the wish of ApPEC to have a direct representative in APIF and inform the GA for the APIF decisions.