

Brussels, 22 October 2009

## **COST Action C23**

**“Methods and Tools for Supporting the Use, Calibration and  
Validation of Traffic Simulatio Models”**

### **Ad-Hoc Evaluation Meeting**

### **Minutes**

**19 October 2009 (15:30 – 17:30)**

**Venue:**

FEUP

**Local host:**

COST OFFICE

Paolo Pino & Thierry Goger

# AGENDA

0. *List of participants*
1. *Welcome*
2. *Approval of the agenda*
3. *Reports*
4. *Final Evaluation Panel Meeting*
5. *Final Report (Part II)*
6. *Self-evaluation from the delegates*
7. *Interviews*
8. *Closing of meeting*

# TERMS OF REFERENCE

## 0. List of participants

Country	Official MC delegate
COST Office	Thierry Goger
DC Rapporteur	Luis Braganca
External Evaluator	Manuela Almeida
DC Co-rapporteur	Kiril Gramatikov
External Evaluator	George Samsondi
Greece	Christopher Koroneos
The Netherlands	Rene Wansdronk
Switzerland	Luca Urbani
Malta	Vince Buhagiar
Republic of Serbia	Alexandra Djukic
Republic of Serbia	Alexandra Krstic-Furundzic
UK	Phil Jones
Norway	Oyvind Aschehoud
Spain	Manuel Larraya Ruiz
Portugal	Maria Helena Corvacho
Portugal	Paolo Pinho

## 1. Welcome

The Rapporteur, Luis Braganca, and the Science Officer, Thierry Goger, welcomed all the participants.

## 2. Approval of the agenda

The agenda was adopted unanimously by the members.

## 3. Reports

The Science Officer reminded the group to provide a clear view of all the dissemination activities which have been carried out throughout the COST Action C23.

In addition, the Science Officer fixed the deadline to deliver the last deliveries:

- To be delivered by the MC of the COST Action C23
  - Final report (Part II) & an Executive Summary including Guidelines: **30 November 2009**
  - Proceedings of the conference Munich : **25 January 2010**

According to the MC decision in the last MC meeting on 19 October 2009, Paolo Pinho & Vince Buhagiar will provide an offer by 30 October 2009. Without any offer received by that date, COST OFFICE will cancel the request for funding.

- To be delivered by the Evaluation panel
  - Final report (Part III): 30 December 2009

#### **4. Final Evaluation Panel Meeting**

The Science Officer fixed also the date for the Evaluation Panel Meeting on January 2010 at COST OFFICE in Brussels

#### **5. Final Report (Part II)**

The Co-rapporteur asked the group to provide a detailed answer to the points of the part III of the final report in the part II in order to help the Evaluation Panel to prepare its evaluation. In particular the Evaluation Panel provided some suggestions about examples which should be mentioned in the following categories:

- Impacts:

Establish a new network, bigger one

Interdisciplinary

Non-COST participation

Attendance to meeting

Bilateral cooperation with other projects

- European added value

Joined publication between different countries

Initiative for FP7

- Dissemination of the results

Website

All publications (papers, communications in conferences)

- Strength-weakness

The Action Chair, Phil Jones, replied that all the points mentioned in the part III of the final report have been kept in track along side the life time of the COST Action and guaranteed that these points will be addressed in the part II of the final report.

In addition, the part II will contain an executive summary of the main outputs of the COST Action C23 including guidelines.

## **6. Self-evaluation from the delegates**

The rapporteur informed the group about the results of the self evaluation survey carried out among the COST Action C23. The survey demonstrated the global positive evaluation of the COST Programme and the COST Action C23.

The rapporteur opened the floor to comments. The members confirmed these results.

## **7. Interviews**

Kiril Gramatikov prepared an interview to be carried out among the members of the meeting. Finally the Evaluation Panel did not run it for time constraint.

## **8. Closing of meeting**

Thierry Goger and Luis Braganca thanked all the participants for their attendance and closed officially the meeting.

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