



Hatfield, Oct 18th, 2018

Subject | Minutes of the Third Management Committee Meeting of COST Action CA16207 “European Network for Problematic Usage of the Internet”

*Barcelona, Spain
11/10//2018*

1. Welcome to participants

The participants were welcomed by Prof Naomi Fineberg (MC Chair). Prof Fineberg chaired the meeting, including the approval of the minutes of the meeting 22nd April 2018 (**Annex 4**),

2. Establishment of quorum

Total number of COST Countries having accepted the MoU: 29 (**Annex 2**)
The quorum (2/3 of COST Countries participating in the Action) was reached: 24 out of 29 Participating COST Countries attended the meeting.

3. Adoption of the Agenda

The agenda (**Annex 1**) for the 3rd Management Committee (MC) meeting was adopted.

4. Approval of matters and minutes arising of the last meeting.

The minutes from the previous meeting were approved (**Annex 4**) There was agreement there had been no matters arising needing discussion since the last meeting.

5. Update from the Action Chair

a. Tour de table/ introduction of the MC members

The list of officially nominated delegates and the participants of the meeting with their contact information is presented in **Annex 3 – Meeting Attendance List**.

b. Status of the COST Action

CSO Approval: 23/06/2017

Start of the Action: 23/10/2017

End of Action: 22/10/2021

Total number of COST Countries having accepted the MoU: 29 (**Annex 2**)

We also have interest from Slovenia and Turkey.

We now have 96 Action Members (56 Full non-ITC and 40 Full ITC). Not including Observers.

We now have 15 Observers from Georgia, Albania, USA, Australia, South Africa, Japan, China and Brazil. (**Annex 6**)

c. Update of ITC Grants and STSM's

We allocated 3 ITC Conference grants in the last grant period.

A Dores gave a short presentation on her ITC conference attendance (**Annex 7**).

A Wertag produced a presentation on ITC to be shown (**Annex 8**)



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the EU Framework Programme
Horizon 2020

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We have approved 1 ITC Grant for the current grant period and another application is in process.

The COST Action has organised 2 STSMs for this grant period. 1 with Dr Jon Grant from the Dept. of Psychiatry and Behavioral Neuroscience at the University of Chicago. The approved grantee is Dr Mauro Pettoroso. The other is with Dr Mark Griffiths a Professor of Behavioural Addiction at Nottingham Trent University, UK. The approved grantee is Dr A Dores. The scientific reports for these will be distributed to the Action once they have been completed.

There is a budget allowance for another STSM and another 4 ITC grants during this period. Therefore the Action members were encouraged to consider applications for both.

F-L Pau reiterated that the STSM's are open to all Action members not just early career investigators.

6. Update of the Grant Holder Budget status

Ms Hall gave a presentation of the current Action Budget (**Annex 5**)

7. Monitoring of the Action

The Action will submit 3 scientific reports to COST throughout the grant timeframe. These will be at 12 months, 24 months and 48 months, and will be carried out by Prof Fineberg as the Action Chair and Scientific representative for the grant holder institution, as well as Ms Hall as the Grant holder manager.

8. Administrative Update

Ms Hall went over the travel reimbursement rules and the dates for the submission of travel reimbursement. Relevant information can be found on the COST website at <http://www.cost.eu> (**Annex 6**)

9. Follow-up of MoU objectives: progress report of working groups

- a. Working group 1 Update – Dr L Carmi (**Annex 9**)
- b. Working group 2 Update – Dr Corazza (**Annex 10**)
- c. Working group 3 Update – Dr Demetrovics & Dr Burkauskas (**Annex 11**)
- d. Working group 4 Budget Update – Dr Grunblatt (**Annex 12**)
- e. National Representatives – Dr Gjoneska (**Annex 13**)

NH will set a doodle to have the WG4 workshop and call for COST member to take the task on the risk management.

The role of National representatives was discussed and members were encouraged to have a look on the Action website to see if their country had a National Representative identified. If not members were encouraged to put themselves forward as a National representative. It was agreed that the plan set out by Dr Gjoneska would be used as a template for the National representatives and would be available on the website.

10. Scientific planning

What constitutes authorship of a research paper was discussed. It was decided that the NIH guidelines should usually be followed (**Annex 14**). But also incorporating European Guidelines, such as:

<https://www.research-integrity.admin.cam.ac.uk/research-integrity/guidelines/guidelines-authorship>

Or in Switzerland [file:///idnetapp-homes3.uzh.ch/edgrue\\$/Downloads/Academies_Authorship.pdf](file:///idnetapp-homes3.uzh.ch/edgrue$/Downloads/Academies_Authorship.pdf)

Or in Germany (DFG): <http://www.dfg.de/sites/flipbook/gwp/files/assets/basic-html/page85.html>

Members were reminded that for a peer reviewed paper to count as an output from the Action there needed to be at least 2 members, from 2 different Full member or ITC countries should be listed as authors. For open access publication at least 3 members from 3 different Full member or ITC countries should be named as authors.

It was voted that the meeting with the Transfer Office would be dropped from the objectives of the action, as it was not seen as a necessary goal.

Dr C Lochner suggested that the members of the External Advisory Board should be invited to take part in relevant WG teleconferences.

Ms Hall discussed three ongoing scientific goals that needed addressing (**Annex 5**):

- a. Assistance with the updating of the website. Volunteers were called for. Dr Magda n UK stepped forward.
- b. Development of a PPI reference group. Volunteers were called for. This could be a role for the national representatives.
- c. Sharepoint for all Action members.

It was voted that a number of Sharepoint licences would be bought and that an Action sharepoint would be set up to allow easier collaboration between the members of the action. Ms Hall will arrange this.

11. Any Other Business (AOB)

- a. Members agreed to a request from Dr M Brand and Dr H-J Rumpf to send an open letter on the importance of the ICD-11 diagnosis of GD, for endorsement by the COST membership, for onwards publication in a peer reviewed journal.
- b. The rules around COST 'endorsement' of articles were discussed. It was agreed that we would seek clarification from the COST communications team to ensure all rules were abided by correctly.
- c. All members were encouraged to send the Press release of the manifesto paper to their University/Institute communications offices. NH will email all members a copy of the press release.

12. Summary of MC decisions

- a. The NIH Authorship guidelines will be adopted and followed.
- b. The External Advisory Board will be invited to take part in teleconferences.
- c. The meeting with the Transfer Office has been dropped from the Action Objectives.
- d. An Action Sharepoint will be established.

13. Location of the next meeting

Warsaw, Poland (Date TBC)

14. Closing

Christine Lochner head of our External Advisory Board from South Africa closed the meeting, and expressed how impressed she was by the amount of work that had been carried out so far by the network.

List of Annexes

Annex 1 - Agenda



Acrobat Document

Annex 2 - Action Fact Sheet



Acrobat Document

Annex 3 - Attendance list



Acrobat Document

Annex 4 – Last meeting Minutes



Acrobat Document

Annex 5 – Chairman's update



Acrobat Document

Annex 6 –Reimbursement rules



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Annex 7 – A Does ITC Grant Presentation



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Annex 8 – A Wertag ITC Grant Presentation



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Annex 9 – WG1 Update

Annex 10 – WG2 Update



Acrobat Document

Annex 11 – WG3 Update



Acrobat Document

Annex 12 – WG4 Update



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Annex 13 – National representatives task force



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Annex 14 – NIH Guidelines for Authorship



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