

**COST Action CA17131**  
**The Soil Science & Archaeo-Geophysics Alliance:**  
**going beyond prospection**

**DRAFT AGENDA**  
**Third Management Committee Meeting**  
**Prague, Czech Republic**  
**03/10/2019 (afternoon)**

To be completed by the vice-chair (or meeting secretary substitute) and circulated to the MC and the COST Association (Science and Administrative Officer)

1. Welcome to participants
2. Establishment of quorum (verification of the presence of two-thirds of the Participating COST Countries in the Action)
3. Adoption of the agenda
4. Approval of minutes and matters arising of last meeting
5. Update from the Action Chair & Core Group members
  - a) Status of Action: start and end dates of Action, participating COST countries, participating NNC/IPC institutions and Specific Organisations (Annex 3- Action Fact Sheet)
  - b) Short Term Scientific Missions (STSM) (by Kayt Armstrong)
  - c) ITC Conference Grants (by Simo Spassov)
  - d) Action dissemination (by Agnese Kukela)
6. Update from the Grant Holder (by Ingrid Salvesen)
7. Update from the COST Association, if a representative is present
8. Implementation of COST policies (by Mercedes Solla)
9. Monitoring the Action

10. Scientific planning

- a) Scientific strategy (MoU objectives, GP Goals, WG tasks and deliverables)
- b) Action Budget Planning
- c) Dissemination planning (Publications and outreach activities)

11. Requests to join the Action (COST countries & Institutions in Near Neighbouring Countries, International Partner Countries, and/or Specific Organisations: EU agencies, European RTD Organisation, International Organisations)

12. AOB (Any Other Business)

13. Location and date of next meeting

14. Closing

