

3rd Meeting of the International Organizing Committee SOFT 2018

ENEA, Frascati, 8/9 May 2018

08/05/2018

h. 13:00

1. Approval of Agenda
2. Approval of the minutes of the 2nd meeting
3. News from IOC and LOC (abstract management part); discussion on the organization of the point 4 below
4. Scientific Programme
 - a. Status of the invited talks
 - b. Final decision on conference format and programme - proposal by LOC
 - c. Decision on the orals – first part
 - i. decision on the number of orals per topic [IOC]
 - ii. discussion and decision on orals in individual topics [IOC]

h. 18.00 visit and dinner in Frascati

09/05/2018

h. 9:00

5. Scientific Programme – *Continuation of point “4.”*
 - a. Decision on the orals - second part
 - i. discussion and decision on orals in individual topics [IOC]
 - ii. distribution of the orals into sessions [IOC]
 - b. Organization of the poster sessions [LOC, IOC]

h. 12:30 lunch

6. Criteria for the nomination of chairs and co-chairs for the sessions [IOC]
7. Report of the LOC - Batistoni
 - a. budget updates
 - b. sponsors & exhibition
 - c. opening ceremony (situation)
 - d. social programme
 - e. satellite meetings
8. Evaluation process of the SOFT prize & ceremony [Ibbott,]
9. Evaluation process of the SOFT poster prize [Batistoni]
10. Key dates, IOC and LOC schedules [Batistoni]
11. SOFT Venues beyond 2020 [IOC]
12. Date of next meeting [IOC]
13. Any other business

h. 16.00 End of the meeting