Final version, 18 June 2007

The EuroVO-DCA Project Coordination Team (PCT) held its first meeting on May 3 & 4, 2007, with the following main objectives:

- Assessment of the first 6 months activity
- Updated program for the next six months
- Discussion of the data centre census information collection and collation
- Review report to the Board
- Preparation of the 2nd report to EU (due on May 20007)

Meeting attendees were the partners' PCT representatives, the Project Manager (PCT chair person), the Project Coordinator (who is also the CNRS representative at the PCT) and the Project Scientist.

A list of actions to be taken (Annex 1) has been issued and is attached to this document.

PARTICIPANTS LIST

CNRS	Françoise GENOVA (Project Coordinator)
	Mark ALLEN (Project Scientist)
	Mathias DEPRETZ (Project Manager, PCT Chairperson)
ESA	Christophe ARVISET
ESO	Andreas WICENEC
INAF	Giuliano TAFFONI
INTA	Raúl GUTIERREZ
MPG	Gerard LEMSON
NOVA	Andrey BELIKOV
LU/Astrogrid	Anita RICHARDS

The agenda proposed by the Project Manager was approved by the PCT as follows:

1 -   Presentation of WP activities during Cycle 1 by the WP leads (plus WP2-2 and WP3-2), including relevant activities from all partners, and information on NOVA activities

2 -   Updated Work program and planning for the next 6 months

3 -   Discussion about the census of Data Centres

4 -   Self-evaluation Matrix and Risk Register update

1 - Presentation of WP activities during Cycle 1 and updated program

Mathias DEPRETZ launched the meeting with an overview of the meeting objectives. Then each WP lead and NOVA representative presented their first six months activities and their updated program until the end of Cycle 1. These presentations are not reproduced in full in these minutes since the information is permanently available on:

http://cds.u-strasbg.fr/twikiDCA/bin/view/EuroVODCA/PCT1

WP1 - Management

The Project Manager (PM) will put an updated project directory on the TWiki (PCT1-WP1-A1.1) and send it to Andrey BELIKOV (NOVA) which has entered the EuroVO-DCA Project in March, 2007.

The **Consortium Agreement** has been signed by all partners except MPG. MPG proposed an amendment and asked for agreement on it (art. 9.2: *Intellectual Property Rights*). The content of the amendment should not be any problem. INAF, ESO, CNRS and LU have already accepted it and it is under verification by the legal departments of ESA, INTA and NOVA. The relevant PCT members are asked to contact their Board members to accelerate the approval of this amendment (PCT1-WP1-A1.2).

The Project Manager reminds that important milestones have been reached and that reports delivered since the beginning of the project are the first report to EU (January, 2007), the Preliminary Project Plan (D2 - December 2006) and the Project Website (D1 - March 2007). Each report was delivered in due time. The next reports scheduled until the end of Cycle 1 are:

• Second report to EU (May 2007)

• D6 - First EuroVO-DCA Workshop (initial date : August 2007 – Actual date : June 2007)

• D3 – Revised Project plan (October 2007)

• D15 - First Periodic Report (October 2007)

Two important project milestones of WP4 and WP5 respectively will take place in January 2008:

• D10 – Euro-VO Theory Workshop (January 2008)

• D12 – Euro-VO Computational Grids Workshop (January 2008)

In view of the **second report to EU**, partners are asked to provide the list of DCA presentations to conferences or meetings that they made (PCT1-WP1-A4.2) and to inform the PM about all technical visits that have been organised (PCT1-WP1-A4.3). The PM will produce a draft version of the report and send it to the PCT members (PCT1-WP1-A5.1) who will provide comments and additional information (PCT1-WP1-A5.2). Andrey BELIKOV will also provide a description of NOVA activities for this report (PCT1-WP1-A5.3).

Concerning **financial and administrative matters**, it is reminded that DCA partners will provide their list of expenses for the First Periodic Report (D15 - October 2007), including hiring of personnel and travel expenses. A financial audit is scheduled for the end of Cycle 1 (October 2007). PCT members are asked to remind their Board members to contact their administrative authorities, to identify the information needed by their local audit authorities (PCT1-WP1-A2.2) for the deliverance of audit certificates. Useful information is available on the TWiki, at: http://cds.u-strasbg.fr/twikiDCA/bin/view/EuroVODCA/ReportingGuidelines. During its fall Board meeting, the Board will be asked to assess the case for potential re-allocation of project funds between travels and personnel inside the partners' budget (PCT1-WP1-A2.1).

It is proposed to organise a common Board - PCT meeting at the end of Cycle 1, in order to avoid multiple travels. The PM will propose dates for this meeting (PCT1-WP1-A3.3).

Finally, the DCA **external presence** has been assured through participation to meetings and events, and through the project website and TWiki. A poster was created by Mark ALLEN, for the "Astronomical Spectroscopy and Virtual Observatory" Workshop held at ESAC on 21 & 23 March 2007. The PM will provide a "communication package" (brochure, poster, elements for talks) for communication about the DCA project (PCT1-WP1-A4.4).

WP2 - Definition of European DCA strategy

Françoise GENOVA reminds that an additional Board meeting was organised on February 1 & 2, 2007 to prepare the WP3 workshop and to discuss FP7 strategy.

Concerning the **project monitoring**, one of WP2 objectives, the revised Project Plan (D3 – October 2007) is a major milestone. In order to manage the production of this deliverable in a pragmatic way, it is proposed and agreed to organise a common Board - PCT meeting, as explained above.

Concerning the **census of European Data Centres**, the definition of a Data Centre is available on the project TWiki and the PCT will discuss a recommendation about the census presentation and content (see section 2).

The IST, led by Mark ALLEN, the Project Scientist (PS), has in charge WP2-2 activity - Oversee the scientific aspects of the project. The role of the IST is to maintain the coherence of DCA activities, to highlight the scientific drivers to motivate DCA take-up and to focus on both immediate and long term scientific benefits. Its charter (available on http://cds.u-strasbg.fr/twikiDCA/pub/EuroVODCA/DCAIST/T1-DCA-IST) was defined during its kick-off meeting teleconference on November 16, 2006. Another meeting was organised after the "Astronomical Spectroscopy and Virtual Observatory" Workshop on March 23rd, 2007. The PS expects that PCT members provide examples, science cases and tutorials of scientific interest developed in the partners' teams to the IST (PCT1-WP2-A1). Furthermore, the IST should be prepared to participate in the organization of the next workshops.

The **medium term strategy** (FP7 strategy) was one of the drivers for the additional Board meeting. The EuroVO-AIDA proposal was submitted on May 2nd, 2007, under the "Scientific Data repositories" call. This proposal will assure the transition to operations after the VO-TECH, EuroVO-DCA and the present VOFC activities.

The **IVOA Beijing Interoperability Meeting** (May 14-18, 2007), an important milestone, will be the occasion to ensure the DCA visibility in IVOA. Even if the EuroVO-DCA project does not produce technical work, WP3, WP4, WP5 and WP6 provide input to the definition of standards and feedback from implementation. It is reminded that for the whole duration of the project, the funding of one trip per partner to an international IVOA interoperability meeting is foreseen in Annex 1 of the contract.

<u>WP3 - Support to take-up and implementation of the VO framework</u>

The **"Astronomical Spectroscopy and Virtual Observatory" Workshop** organized by WP3 on March 21-23 at ESAC, Villafranca, has been a great success (122 participants) and the opportunity to get feedback from the scientific community (good mixture between scientists and developers, and between VO team and the community of scientists and data providers at large), which will be useful, particularly for the 4 IVOA Working Groups Chairs who attended the meeting (Data Access Layer, Data Model, Query Language, Table). Pedro OSUNA will report on the event during the IVOA Beijing Interoperability Meeting**.** A booklet with the proceedings will be issued and distributed. Contributions are due by the end of May. WP3 is asked to provide a short description of the workshop (PCT1-WP3-A1.3), in view of the second report to EU.

The **"EURO-VO Workshop on how to publish data in the VO"** will be held at ESAC, on 25-29 June 2007 (the initial workshop date was August 2007). Data Centres and large projects are targeted to participate, but small data providers will not be excluded if room is available. The Workshop Organizing Committee (WOC) and the Local Organizing Committee (LOC) have been created and started their activities, respectively for defining the workshop content and managing the workshop logistics. The exact workshop content and format still have to be defined precisely, which is not an easy task because of the diversity of Data Centres. It is reminded that the national partners decide themselves the travel support for their national Data Centres. In order to manage the demands, WP3 is asked to produce the Workshop program as soon as possible and to include information about the possibility to get some support from ESA and DCA partners in the workshop announcement (PCT1-WP3-A2.1). The EuroVO-DCA partners have to be prepared to publicize the information about the workshop towards their national communities. Christophe ARVISET indicates that preliminary information about the workshop can be found at: http://esavo.esac.esa.int/EuroVOWorkshopJune2007// and that the announcement will be sent on May 4th, 2007. The deadline for workshop registration is May 20th, 2007. Françoise GENOVA and Anita RICHARDS are asked to send the information about the Workshop respectively to OPTICON (PCT1-WP3-A2.2) and RadioNet (PCT1-WP3-A2.3). The idea to create a "Need support to publish your data?" webpage after the workshop, to help Data centres who need support by gathering questions and answers, has been accepted (PCT1-WP3-A2.4).

The **on-site support to Data centres**, the other important activity of WP3, goes slow. The tasks and schedule defined in the Preliminary Project Plan will have to be revised (PCT1-WP3-A1.1) to include an updated version in the second report to EU. The possibility to get on-site support from ESA, ESO and other EuroVO-DCA partners will be advertised at the June workshop. A webpage about WP3 technical visits, to be filled by all partners, will be created (PCT1-WP3-A1.4).

Anita RICHARDS indicates that the <u>WP3-2 Technical feedback activities</u> shall be adapted to the Data Centres requirements and needs. The idea is to help them to publish their data and to get over their technical difficulties and requirements. The implication of the scientific community to the workshops is then significant. The partners may also talk to their national communities (students, researchers…), in order to advertise the VO. It is reminded that WP3-2 main task is to gather feedback from implementation for update, if required, of VO standards and tools.

Feedback has been gathered during the RadioNet/Astrogrid workshop in December 2006 and during the "Astronomical Spectroscopy and Virtual Observatory" Workshop. Feedback is expected from the June workshop and WP3-2 should focus on standards and put in place the cooperation with the WOC. WP3-2 also have to define its plans to get feedback from technical visits (on standards and tools).

WP3 and WP3-2 will coordinate their plans and inform the partners about their foreseen activities (PCT1-WP3-A1.2).

WP4 - Theory in VObs

MPG is still looking forward to hire staff for the moment.

Gerard LEMSON organised a first TEG meeting/teleconference on April 11th, 2007. WP4 and the TEG will produce a **white paper** presenting a framework for inclusion of theory into the virtual observatory. The outline of the white paper is available at: http://cds.u-strasbg.fr/twikiDCA/bin/view/EuroVODCA/TEGTeleconApril112007.

WP4 will organise a workshop with WP5 in January 2008, with the idea to invite people who responded to the Data Centre census and/or to the WP4 questionnaire (see below) and have them present their thoughts. The input will then be discussed. The conclusions of the workshop will be included in the final version of the white paper, scheduled for October 2008 (deliverable D11).

WP4 co-organised the **SNAP/IVOA workshop** (April 12th & 13th, 2007) on SNAP protocol and simulation data model. Information about this workshop can be found at: http://www.ivoa.net/twiki/bin/view/IVOA/GarchingSNAPWorkshop200704.

WP4 is willing to organise a specific questionnaire towards the relevant scientific community, concerning the "theory" Data centres and services (see section 2). The results of this questionnaire will be taken into account in the draft document "Framework for inclusion of theory data centres in the VObs". The date of provision of the draft document will be slightly delayed (October 2007 to November 2007) to allow the TEG to take into account the results of the questionnaire.

WP4 members will participate to the IVOA event (14th-18th May) in China, which will be the occasion to discuss the development of the theoretical VO and the required interoperability standards within the IVOA Theory Interest Group and in the relevant Working Group meetings.

WP5 - Coordination with computational grid projects

Valeria Manna has left the EuroVO-DCA project.

Giuliano TAFFONI reminds that WP5 aims at helping Data Centres to experience the Grid, by making the VO interoperate with the Grid for specific astronomical usage. The Grid then is the instrument and astronomical research is the goal.

WP5 held a **kick-off meeting** on November 30th and December 1st, 2006. The aim of this meeting was to collect the interests about Grid activities and to verify what was expected from computational and data Grid. WP5 made an inventory of European/National/Campus Grid initiatives and experiences related to Astronomy and Astrophysics, to exchange those experiences and to collect inputs. The inventory will be available on the TWiki.

As the **Grid standards** evolve rapidly, WP5 participates in OGF (Open Grid Forum) which intends to uniform those standards and then will make suggestions to Data Centres. The EGEE and Grid 5000 standards are reliable, even if they are sometimes not the ones that are preferred by the community and some evolutions may be required to fulfil our needs. The idea is to collect experiences and feedback from astronomers that use the Grid and discuss about the future of this activity. Giuliano TAFFONI will participate to the next OGF meeting, focused on astronomy, and make a presentation of EuroVO-DCA activities.

Possible partners for Data Centres eager to start using the Grid infrastructure have been identified. But as many new Grid initiatives are developing, the census of Grid initiatives will evolve permanently. The census will be available on the WP5 page of EuroVO-DCA TWiki: http://cds.u-strasbg.fr/twikiDCA/bin/view/EuroVODCA/WP5Grid.

EGEE and DEISA are so far identified as important WP5 partners. The **coordination with EGEE** already started, within the request of a virtual organisation called "vodca", which appears to EGEE as a new application. Coordination with EGEE JRA1 seems possible. The EGEE User Forum has been identified as an adapted coordination mean and a contact person in EGEE for astronomy has been appointed (PCT1-WP5-A1). The coordination and partnership between WP5 and EuroVO-Tech (DS3) is ongoing, especially for VOSpace, identified as a very good solution to exchange experience.

WP5 will also participate in the **IVOA** Grid & Web Services Working Group and Theory Interest Group, in order to find a common identification system between Grid and VO. The idea is to have common Single Sign On standards at least at the European level.

The next WP5 activities will be a census of the astronomers, a support for "vodca" VO, the coordination with EGEE and the set up of use cases. The coordination with WP3 (and WP4) still needs to be defined. The list of possible documents that WP5 intend to publish was presented.

WP6 - Support to data centres from other European countries

WP6 plans are divided in 3 steps: first advertise, then identify and finally support. Advertising is accomplished through presence in meetings and contacts with Data Centres known from the partners. The identification of an interested Data Centre is done through to signature of a letter of interest and the identification of a contact person. The support is organised by visits to/from Data Centres and follow-up activities (such as the participation to DCA workshops).

WP6 delivered a **preliminary census of the astronomy data centres in other European countries** at the end of the kick-off phase. The initial list is updated on a regular basis.

WP6 has organised **visits** to interested Data Centres: University of Lisbon and Institute fur Astronomie (Vienna). The University of Lisbon is foreseen to have a working service within a few months. Enrique SOLANO presented the EuroVO-DCA Project in the Vienna VALD (Vienna Atomic Line Database) workshop in February 2007.

Other possible Data Centres have been identified and the list is available on WP6 TWiki page: http://cds.u-strasbg.fr/twikiDCA/bin/view/EuroVODCA/WP6Newcountries. Raúl GUTIERREZ and Enrique SOLANO are asked to put Petr SKODA (Astronomical Institute, Ondrejov, Czech Republic) and Andreas WICENEC into relation (publication of spectral data): PCT1-WP6-A1. Françoise GENOVA will contact Mary KONTIZAS (University of Athens) to propose to publish her spectral library in Vizier (PCT1-WP6-A2).

The next six-month activities of WP6 (development of already identified projects, and identification and support to new Data Centres) are described in WP6 presentation on the first PCT meeting TWiki page: http://cds.u-strasbg.fr/twikiDCA/bin/view/EuroVODCA/PCT1.

NOVA activities

NOVA has links with WP3, through Astrowise (which is a tool for data processing), which is evolved to provide VO services. The dynamic publishing registry and Astrowise VO interface can be new useful tools for Data Centres. On Grid issues, NOVA and WP5 can investigate the possibility to test the technical accessibility to EGEE through Astrowise. NOVA can bring knowledge (rather than solutions) to WP5 on what is done by Astrowise as a specific use case.

The entire participation of NOVA is dedicated to putting the VO layer on Astrowise and the sharing of experience is a key issue. NOVA will produce a description of its activities in the EuroVO-DCA project and of possible collaboration with WP3 and WP5, which will be used for the second report to EU (PCT1-WP1-A5.3). The possibility to describe NOVA activities on WP3 and WP5 TWiki pages should be discussed between NOVA and the WP leads.

2 - Discussion about the census of Data Centres

Andrey BELIKOV asked what it meant to be in the VO, in relation with the definition of a Data Centre. It was clarified that the Data Centres are supposed to register at least one service and to publish it in the VO through one of the data access protocols. Françoise GENOVA will add this to the definition of a Data Centre on the TWiki (PCT1-WP2-A2.1).

Mark ALLEN (PS) presented the IST recommendation (annex 2) about the census of data centres, as was asked by the Board (action BOARD2-WP2-A3). The note outlines the role of the census from the IST perspective and provides a set of recommended questions to be posed in the census.

Here is a summary of IST recommendations:

- The IST first recommendation is to collect information from Data Centres through a questionnaire, as the information already available is limited. This will allow to complement the information available in the Preliminary Census and to improve the Census presentation.
- IST also recommends separating the information about the archives from the information about the data/products.
- More detailed information is also needed on Theory Data Centres.
- Information about tools and software suites should be collected, so as on Thematic services.

It has been decided that EuroVO-DCA partners will send a questionnaire to the Data Centres identified in the Preliminary census, in order to collect information, as recommended by the IST. The IST detailed recommendations are reviewed. An updated list will be produced by Françoise GENOVA and Mark ALLEN, as a basis for the on-line census questionnaire (PCT1-WP2-A2.3). Gerard LEMSON will provide comments from WP4/TEG point of view (PCT1-WP2-A2.2). Using this updated recommendation, a first draft of the Census questionnaire will be elaborated by the Project Manager (PCT1-WP2-A3.2) and tested by one Data Centre, identified by each partner (PCT1-WP2-A3.3). Andreas WICENEC will provide information and link about the tool to be used to produce the census questionnaire (PCT1-WP2-A3.1).

A specific questionnaire aimed at the relevant scientific community is planned by WP4, to identify its requirements in terms of theoretical services (see Section 1, WP4 discussion).

Françoise GENOVA, using the census, will inform EC, GEANT and NRENs about the location of DCA Data Centres in liaison with possible connectivity needs (PCT1-WP2-A2.4).

3 - Self-evaluation Matrix and risk register

The Self-evaluation Matrix and the Risk Register have been reviewed by the PCT members and the updated versions are available as Annex 3 and Annex 4 respectively. Comments on the current situation have been added to the Risk Register.