# Extract of minutes of iCNS Executive Board (EB) meetings EB001-EB010

## EB composition and EB meeting structure

The EB consists of the following members:

* Inge Huitinga (NIN/UvA)
* Bart Eggen (UMCG)
* Maarten Kole (NIN)
* Paul Lucassen (UvA)
* Mario van der Stelt (UL)
* Lot de Wit (RUMC)

Further attendants of the EB meetings are:

* Inge Holtman (UMCG, WP3 leader) will attend the EB meetings, but as a non-member, she will not have voting rights
* Project Manager (Angelica da Silva Lantyer, replaced by Ineke Brouwer (interim) from 1-4-2025 and Sabina van der Zande from 1-7-2025) who chairs the meeting.
* Junior Project Manager (Naomi van der Most) who prepares minutes of the meeting and support ICNS outreach.

The iCNS EB meets every third Wednesday of the month, 17.00-17.45. 1x per 2 months, all WP leaders are invited to join the EB meetings for an EB+ meeting.

## Consortium Agreement

The consortium agreement was negotiated, signed by all partners and entered into force on 1-12-2024. The agreement was uploaded on ISAAC (NOW) on 6-12-2024.

## iCNS budget

The final iCNS budget was submitted to NWO by 1-11-2024. It is assumed that increases due to inflation will be corrected, so the budget is submitted without salary increases. After the first payment from OCW was received, payments to all project partners were made.

Partner institutes have the flexibility and autonomy to redistribute budget during year 1-5 of the project, but should keep in mind that payments from NWO are made yearly.

## iCNS investments

The iCNS budget contains budget for the investment in a scanning disk microscope at NIN. Maarten Kole has tested several microscopes and is comparing the images from the different system. The goal is to measure with a resolution of 100 micrometer for extended periods of time, with limited data processing. A final decision on which system is to be purchased will be taken soon.

## Data stewardship and ICT budget

WP3 (Inge Holtman and Ahmed Mahfouz) developed the data-stewardship and ICT-budgeting for iCNS. The iCNS data management plan was submitted to NWO.

## Kick-Off meeting

The iCNS kick-off meeting took place on 3-12-2024. A total of 158 participants were registered. The meeting was advertised widely by all project partners.

Practical details (program, photographer, catering, logistics) were discussed.

The Kick-Off meeting was a great success. A press release and social media posts were provided, and shared locally at all partners.

## iCNS consortium meeting December 2025

Initially, the iCNS consortium meeting in December 2025 was planned to be joined with the ICI consortium meeting. However, this was deemed not feasible, so iCNS will organize a separate meeting but invite ICI members. The meeting will take place in Leiden.

The following people will be invited:

* iCNS consortium members
* iCNS International Advisory Board (IAB)
* iCNS Strategic Board
* ICI members

The program will consist of plenary sessions, where the progress and plans of each WP will be presented and discussed. The program committee for the event consists of Inge Holtman, Paul Lucassen and the Project Manager.

## iCNS Young Researchers Meeting

iCNS will organize regular meetings for all Young Researchers (PhD and Postdoc). The first meeting will be organized in October/November 2025, and will take place at the UvA. The program will be as follows:

* The first part of the program will be attended by the Young Researchers, EB and WP leaders. All WPs and individual research projects will be discussed.
* The second part of the program will be attended only by the Young Researchers and Team Project Management. The program will contain the following elements:
	+ Election of Young Researchers Council (YRC) and YRC chair
	+ (Possibly) a training/workshop

While the first meeting will be organized by Team Project Management (TPM), Paul Lucassen and Inge Huitinga, future meetings will be organized by the YRC with assistance of TPM.

## Work Package (WP) meetings

WP leaders coordinate their own WP-internal meetings. These may be scheduled regularly, or at an ad hoc basis. These meetings will become more important after PhD students and Postdocs are recruited.

## International Advisory Board (IAB)

A list of members of the IAB is part of the CA. Currently, TPM is organizing NDA’s between UvA and the IAB members. After these have entered into force, a first meeting between the EB and the IAB will be organized.

## PhD and postdoc projects

All iCNS PIs have used a standardized form to submit project descriptions for iCNS PhD and Postdoc positions that are to start in 2025 to the EB for feedback by 12-2-2025. EB members have evaluated the projects on the following criteria:

* Project is fitting within iCNS framework
* Integration of neuroscience and chemistry
* Feasibility and contingency plan for 4.5/5 years, including a preliminary planning
* Integration with other disciplines within iCNS

All projects were discussed and approved by the EB.

## iCNS job advertisements

The procedure for iCNS job advertisements is as follows:

* All iCNS positions are to be shared with the EB prior to publication.
* iCNS should be clearly mentioned at the beginning of each job advertisement.
* The job advertisements should be shared with Naomi van der Most for publication on the iCNS website.

## iCNS website

The website (<https://i-cns.nl/>) was developed with input from all partners and went live at the end of 2025. It was advertised widely using LinkedIn and the partners’ local channels. A workflow on how to keep the website up to date was developed. All partners are encouraged to share news and potential website posts with Naomi van der Most. This can also include publications that are related to (but not funded by) iCNS. A general community building strategy is under development.

A key element of the website will be a publication list. Once there are publications that were funded by iCNS, these will be clearly indicated to separate them from related publications that are not funded directly by iCNS.

## Communication strategy, workflow iCNS website (<https://i-cns.nl>), newsletter?

The iCNS communication strategy will be part of the project protocol, which is under development. It will be shaped further as the project progresses. Key aspects are:

* The iCNS website (see above)
* The iCNS LinkedIn page; advertised by all partners
* The iCNS newsletter; to be sent every 2-3 months. Naomi van der Most and Paul Lucassen will be the editors of the newsletter. The newsletter will be brief and informative, and will be sent to the consortium, Strategic Board, communication departments of all partners, attendees of the Kick-Off meeting and other interested. The newsletter will be advertised on the website and LinkedIn. The first newsletter will contain the following elements:
	+ Looking back at the iCNS Kick-Off meeting
	+ A welcome word from Inge Huitinga
	+ An overview of all (new) iCNS personnel
	+ A contribution from Lars van Abswoude (the first iCNS PhD student)

## Diversity officer and Impact Officer

0.1 FTE diversity officer and 0.1 FTE impact officer described in the proposal. Naomi van der Most is put forward for this role, guided by the project manager and senior communications officer at NIN. Task list for these roles are to be defined.

## iCNS contact list

All institutes have assigned a member of the strategic board (SB). At UvA, Peter van Tienderen will be replaced by his successor Susan ten Pas after his retirement. All SB members are subscribed to the mailinglist icns-sb@list.uva.nl.

All project members should be listed in ISAAC (NWO’s registration system). For each new employee, Inge Huitinga needs to sign the PIF form and send them to Naomi/Angelica for uploading in ISAAC.

## iCNS project protocol

The project protocol is intended to be an internal guideline aimed at formulating iCNS goals, tasks and responsibilities. It will enhance coherence and interaction between the different research lines, and will facilitate TPM in supporting all project members. It will include milestones, deliverables and internal review procedure for iCNS. The project protocol is being developed by Inge Huitinga, Paul Lucassen and Team Project Management. The goal is to facilitate collaboration between partners and WPs and will help Team Project Management to support the project. In addition, it will be designed in such a way that it saves work in the 5-year evaluation from NWO. Input from all partners on start- and end-dates of tasks and deliverables have been requested.

## iCNS (internal) project reporting

A reporting template is being developed based on the ICI report.

## Meeting between EB and SB

The first meeting between the iCNS EB and SB is planned on 18-6-2025. All SB members will attend or will be represented by a delegate. The agenda for this meeting is as follows:

1. A round of introductions (16 people, 20 min)
2. Presentation of iCNS workplan (Inge Huitinge & Paul Lucassen, 20 min)
3. Specific questions and discussion (20 min)

The meeting agenda, iCNS abstract and extract of the EB meeting minutes will be shared with the SB members beforehand.

## Brain areas to be studied

A discussion is started on the brain areas to be used for sequencing. Perturbations in this are relevant for different psychiatric diseases, and it will help to map connections/networks. It is decided to sequence low number of samples for 16 regions, and, later on, use deep sequencing on a larger number of samples (where the required tissue is available).

## Internal collaboration with all consortium partners

Collaboration between iCNS partners is encouraged; after the Kick-Off meeting, all partners are stimulated to interact closely.

## External collaborations

Mario van der Stelt (Leiden University) initiated a collaboration between iCNS and Roche. Roche intends to fund a PhD and a Postdoc position in proteomics. Roche’s interest is to characterize the brain to serve as a reference for neurodegenerative diseases. There will not be any IP transfer from iCNS to Roche. Currently, the legal advisors of Leiden University are drafting a contract that is an extension of the iCNS CA to cover this collaboration. UvA’s legal council has been contacted, it may be necessary to modify the iCNS CA to allow for such collaboration. In this case, the aim will be to modify the CA in such a way that future collaborations of similar nature can be added without further CA modifications.

Bart van Eggen (UMCG) initiated a collaboration between iCNS and AbbVie Germany. In case AbbVie shows serious interest, the relevant legal departments will be contacted to organize an agreement along the same lines as described above for Roche.