



## BOARD OF DIRECTORS MEETING

Meeting 14 July 2016

### MINUTES

<b>Meeting place:</b>	Electronic meeting
<b>Meeting date:</b>	14 July 2016
<b>Meeting time:</b>	-

Attendees	Title	Present	Justified	Absent
Prof. Filiberto Bilotti	<i>President/Director</i>	✓		
Prof. Maria Kafesaki	<i>Director</i>	✓		
Prof. Dorota Pawlak	<i>Director</i>	✓		
Prof. Alex Schuchinsky	<i>Director</i>	✓		
Dr. Davide Ramaccia	<i>Secretary/Director</i>	✓		
Prof. Sergey Tretyakov	<i>Director</i>	✓		

<b>Meeting chaired by:</b>	<i>Prof. Filiberto Bilotti</i>
<b>Meeting minutes kept by:</b>	<i>Dr. Davide Ramaccia</i>

### AGENDA

1. Recommendation about the application by the Saint Petersburg National Research University of Information Technologies, Mechanics and Optics - ITMO (led by Prof. Pavel Belov) to be Full Member of the Association



## Meeting Minutes

### 1. Recommendation about the application by ITMO University (led by Prof. Pavel Belov) to be Full Member of the Association

The President sends an email message to the Directors (*Annex I*) informing that he has received an application by the Saint Petersburg National Research University of Information Technologies, Mechanics and Optics - ITMO (led by Prof. Pavel Belov) to be Full Member of the Association. According to the METAMORPHOSE VI AISBL Constitution, since the application package (*Annex II*) complies with the documents needed, the President asks (in the same email) the members of the Board of Directors to study the received documents and express their recommendation about the application.

The recommendation votes have been casted via email and have been given as follows:

Director	Vote
Prof. Filiberto Bilotti	YES
Prof. Sergey Tretyakov	YES
Prof. Maria Kafesaki	YES
Prof. Dorota Pawlak	YES
Dr. Davide Ramaccia	YES
Prof. Alex Schuchinsky	YES

**Decision - According to the voting results, the Board of Directors recommends the inclusion of the ITMO University as a Full Member of METAMORPHOSE VI AISBL.**

According to the VI Constitution, the procedure now foresees that this recommendation will be passed to the General Assembly for the final vote.

Rome, 15 July 2016

**Dr. Davide Ramaccia**

Secretary of ROMA TRE Office

**Prof. Filiberto Bilotti**

President



Virtual Institute for Artificial Electromagnetic Materials and Metamaterials  
METAMORPHOSE VI AISBL

Operational office:

"Roma Tre" University – Dept. of Engineering – Via Vito Volterra 62 – 00146 – Rome – Italy

## Annex I

**From:** Filiberto Bilotti [<mailto:filiberto.bilotti@uniroma3.it>]  
**Sent:** 14 July 2016 13:45  
**To:** Davide Ramaccia; 'Sergei Tretyakov'; 'Alex Schuchinsky'; Maria Kafesaki;  
[Dorota.Ann.Pawlak@gmail.com](mailto:Dorota.Ann.Pawlak@gmail.com)  
**Cc:** Filiberto Bilotti  
**Subject:** METAMORPHOSE - Board of Directors - Member Application

Dear Directors,

I have received the application by ITMO University (Russia) to be a Full Institutional Member of METAMORPHOSE VI AISBL. The application documents are attached to this email.

We all know Pavel Belov and his group and I do not spend more words on that.

Formally, the procedure is that the Board of Directors studies the documents, votes and passes its recommendation to the General Assembly for the final decision.

Therefore, I would ask you to express your vote YES or NO.

Many thanks.

Best wishes,

Filiberto

DR      ITB



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## Annex II

### 2.1 Certificate (in russian)

  
78 0274045

Форма № 

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**Министерство Российской Федерации по налогам и сборам**

## СВИДЕТЕЛЬСТВО

**о внесении записи в Единый государственный реестр юридических лиц о юридическом лице, зарегистрированном до 1 июля 2002 года**

Настоящим подтверждается, что в соответствии с Федеральным законом «О государственной регистрации юридических лиц» на основании представленных сведений в Единый государственный реестр юридических лиц внесена запись о юридическом лице, зарегистрированном до 1 июля 2002 года

Государственное образовательное учреждение высшего профессионального образования Санкт-Петербургский государственный институт точной механики и оптики (технический университет)

(полное наименование юридического лица с указанием организационно-правовой формы)

ГОУВПО СПбГИТМО (ТУ)

(сокращенное наименование юридического лица)

(фирменное наименование)

зарегистрировано Регистрационная палата Санкт-Петербурга  
(наименование регистрирующего органа)

24 марта 1994 № 4712  
(дата) (месяц прописью) (год)

за основным государственным регистрационным номером 

1	0	2	7	8	0	6	8	6	8	1	5	4
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24 октября 2002  
(дата) (месяц прописью) (год)

Инспекция Министерства Российской Федерации по налогам и сборам по Петроградскому району Санкт-Петербурга  
(Наименование регистрирующего органа)

Заместитель руководителя инспекции МНС России  Т.Н. Зуева

  
МП серия 78 № 0274045

FTB  
DR



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## 2.2 Certificate (translated in english)

*Translation from Russian into English*

Ministry of the Russian Federation for Taxes and Levies

### CERTIFICATE

of introduction of the record to the Unified State Register of Legal Entities of the legal entity  
registered prior to July 1, 2002

This is to certify that in accordance with the Federal Law "On State Registration of Legal Entities" on the basis of the data presented a record related to the legal entity registered prior to July 1, 2002 was introduced to the Unified State Register of Legal Entities

Saint Petersburg National Research University of Information Technologies, Mechanics and Optics

*(full name of the legal entity with indication of its business legal structure)*

ITMO University

*(abbreviated name of the legal entity)*

registered by **Registration Chamber of Saint Petersburg**

*(name of the registration authority)*

On 24 March 1994 №4712  
(date) (month in letters) (year)

under the principal state  
registration number

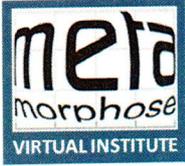
1027806868154

Date of record 24 October 2002  
(date) (month in letters) (year)

Inspectorate of the Ministry for Taxes and Levies of the Russian Federation  
of the Petrogradskiy Region of Saint Petersburg  
*(name of the registration authority)*

Vice Head of the Ministry  
for Taxes and Levies  
of Russian Federation

\_\_\_\_\_ T. N. Zueva



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## 2.3 Formal Statement

This is to certify that Saint Petersburg National Research University of Information Technologies, Mechanics and Optics (ITMO University) accepts, implements and complies with the Articles of Association and the Internal Regulations of the Virtual Institute for Artificial Electromagnetic Materials and Metamaterials (Metamorphose VI AISBL).

Rector of the ITMO University \_\_\_\_\_

Prof. Vladimir Vasilyev

## 2.4 ITMO governmental bodies

Saint Petersburg National Research University of Information Technologies, Mechanics and Optics (ITMO University) is one of the leading higher education institutions in Russia, providing training and research in advanced science, humanities, engineering and technology. It has earned the status of the “National Research University” for its research work in Photonics, Fine Mechanics, Computer Science and Information Technologies.

ITMO University was founded in 1900 and since then it has evolved into a diverse and dynamic institution.

The main research and academic areas of ITMO University are IT, Computer Science and Programming, Optics, Photonics, Physics and Engineering Sciences, Laser Technologies, Biotechnologies and Innovation Management.

The University comprises more than 20 Departments and Institutes, 43 International Research Centers, a business incubator and an innovation lab. Currently there are more than 13000 students enrolled in the university (more than 1400 are international). More than 1200 lecturers and renowned professors are employed at ITMO.

The University is headed by its Rector Prof. Vladimir Vasilyev. He is in charge of general university management. Certain areas such as science, academic activities, finances, international relations are supervised by the corresponding Vice Rectors, who exercise the whole management of the area.

ITMO University is also coordinated by the Supervisory Council, which is in charge of making all the most strategically important decisions concerning ITMO University’s development policy. International activities are coordinated by the International Board. The International Board is a new institution created within the University in 2014 for the purpose of supporting significant expansion of its international activities up to, and beyond, 2020. Its role is to provide the University with high-level guidance on all aspects of increasing the University’s competitive position in comparison with international universities.

## 2.5 Brief summary of activities

ITMO University conducts a number of research in the field of Artificial Electromagnetic Materials and Metamaterials. The vast majority of the corresponding studies are implemented by the Metamaterials



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Laboratory headed by Prof. Pavel Belov (metalab.ifmo.ru). This laboratory is considered one of the leading in the field in Russian Federation. Laboratory investigators participate regularly in the events organized by the Metamorphose-VI including annual Metamaterials Congress and Doctoral Schools.

ITMO University is organizer of the Metamaterials Workshop which is the part of the annual Days on Diffraction conference. This Workshop is recognized event gathering experts in the field of metamaterials from all over the world.

ITMO University membership in the Metamorphose-VI will increase the level of mutual collaboration in the field of metamaterial research between Metamaterials Laboratory and other members of the Metamorphose-VI.

GP  
DR