

IFIP

INTERNATIONAL FEDERATION FOR INFORMATION PROCESSING

MINUTES OF THE THIRD COUNCIL MEETING

“Rolighed” near Copenhagen, Denmark, October 23-26, 1961

Note: All items relating to the IFIP Congress 62 are reported in a separate attachment to the minutes.

PARTICIPANTS:

Officers: I.L. Auerbach, President, U.S.A.
A. Walther, Vice-President, Germany
A.P. Speiser, Secretary-Treasurer, Switzerland

Council Members: N.I. Bech, Denmark
J. Carteron, France
A.A. Dorodnicyn, U.S.S.R.
A. Ghizzetti, Italy
J. Kryze, C.S.R.
P. Laasonen, Finland
B. Langefors, Sweden
M. Linsman, Belgium
J.G. Santesmases, Spain
A. van Wijngaarden, Netherlands
M. V. Wilkes, United Kingdom
H. Yamashita, Japan

The following Council Members were absent:

J. M. Bennett, Australia
H. R. Ciancaglini, Argentina
C.C. Gotlieb, Canada
L. Lukaszewicz, Poland

Observers: (The persons denoted with an asterisk (*) were present during part of the meeting only.)

F.L. Bauer, Germany
* R.W. Bemer, U.S.A.
J. Besse (representing Unesco)
* H. Billing, Germany
P. Campbell (representing ICC), Italy
St. Comet, Sweden
P. Ercoli, Italy
C. -E. Fröberg, Sweden
J. V. Garwick, Norway
* A. Gertz, Israel
* Dr. Gill, U.K.
E.L. Harder, U.S.A.
* L.M. Orth, Germany
C.M. Popplewell, U.K.
* R. Sauer, Germany
H.J. Stetter, Germany
* G.C. Tootill, U.K.
B. Vauquois, France
W.L. Van der Poel, Netherlands
* A.R. Wilde, U.K.
H. Zemanek, Austria

1. OPENING OF THE MEETING

The meeting was opened by the President on Monday, October 23, 1961, at 9:25 a.m. The President noted that among the 19 Council Members 15 were present. 21 persons who were acting either as Congress Committee Members or Observers were also in attendance. The President expressed his satisfaction over the fact that this third Council Meeting has been able to gather so many competent people from all over the world.

2. READING AND APPROVAL OF THE MINUTES

The Secretary-Treasurer read the minutes of the meeting of February 14-16, 1961, in Darmstadt, Germany. The President requested the word "profit" on page 3, item 5, to be changed into "surplus", since IFIP is a non-profit organization which means that any surplus will be carried over to the following year. After this change the Council accepted the minutes. Thereafter, the Council agreed to some minor changes in the agenda of the current meeting.

3. FINANCIAL REPORT

The Secretary-Treasurer submitted in writing an intermediate financial statement as of June 30, 1961 and a budget status as of September 30, 1961, indicating the allocated and expended amounts. The Secretary-Treasurer urged those countries who had not paid their financial dues as yet to fulfil their obligations before the end of the year. The following dues are still outstanding: Belgium, France, Japan, Poland.

4. ADMISSION OF NEW MEMBERS

4.1 B. Langefors read his report on admissions on behalf of the Admissions Committee. He advised that two countries had fulfilled the conditions for admission to IFIP: Italy (Associazione Italiana per il Calcolo Automatico), and Argentina (Sociedad Argentina de Calculo). Both countries were unanimously accepted. The President noted that IFIP membership has now increased to 19.

4.2 The Council took cognisance of the following two name changes of membership societies: U.S. from National Joint Computer Committee into AFIPS (American Federation of Information Processing Societies), and France from AFCAL into AFCALTI. These changes were unanimously approved.

4.3 Regarding the Australian National Committee on Computation and Automatic Control, the President noted that in light of an error in correspondence membership of this society will be effective October 23, 1961. This was unanimously approved.

4.4 The President advised that there are three new technical societies with which IFIP now is in correspondence: Brazil, Israel, Norway.

5. CHANGE OF NAME

With a vote of 14 in favour and one abstaining, it was decided to change the name of the Federation into "International Federation for Information Processing" (IFIP). The French version is "Federation Internationale pour le Traitement de l'Information". The President stressed that this will in no way mean a change in policy or in the goals of the organization.

6. TECHNICAL COMMITTEES

6.1 G.C. Tootill circulated and explained his report dated September 15, 1961 (attached). The President gave a few additional explanations as to the functioning of the several organizations engaged in standardization, such as International Organization for Standardization (ISO), International Electro technical Committee (IEC), and International Computation Centre (ICC). What we are doing is compiling information that we can submit to ISO and IEC. G.C. Tootill was requested to submit a proposal for further action.

It was decided to relabel the Standards Committee by calling it "IFIP Committee for Terminology and Symbols". IFIP will propose the formation of a "Joint IFIP-ICC Terminology Committee" and to submit

this to the ICC for consideration at their meeting in March 1962. Specific terms are to be drafted by the President and G.C. Tootill. The Council unanimously agreed.

The President expressed deep appreciation of the Council for G.C. Tootill and his committee for the work which they have done and he expressed his hopes that they will be able to successfully continue these activities.

G.C. Tootill advised that he had written and circulated a report on the Geneva ISO Meeting. He also distributed a report on the meeting of his committee of October 20-21, 1961.

- 6.2 Programming languages. The President advised that the chairman of the ISO TC 97 requested assistance from IFIP, and he asked whether it would be appropriate to establish a committee on programming languages. This was unanimously accepted. Later in the meeting the President appointed H. Zemanek as the chairman of the Committee on Programming Languages. The members of the committee will be assigned later.

7. REPORT ON INCORPORATION

- 7.1 A.P. Speiser reported on his contact with the Swiss authorities and noted that the Swiss Government sees no need for IFIP to register in any manner.
- 7.2 M. Linsman reported on his negotiations with the Belgian Ministry of Justice. He advised that in order to make incorporation in Belgium possible, certain changes in the statutes will be necessary. It was agreed that any statute changes should be submitted in writing to the Council members well ahead of the meeting date. M. Linsman, therefore, was requested to put the required changes down so that they may be circulated to the members prior to the March 1962 meeting. He was asked to keep the changes to an absolute minimum.

8. CONSULTATIVE STATUS WITH UNESCO

A.P. Speiser read the following report: "On May 4, 1961, IFIP has applied for Information and Consultative Status (Category B) with Unesco under the rules which have been established for such relations. We were advised that our application would be examined by the Unesco Executive Board at its 60th session (October – November 1961). No news has been received from Unesco as yet." The Secretary-Treasurer was requested to proceed with the necessary negotiations.

9. IFIP BULLETIN

- 9.1 The President thanked M. Linsman for the splendid work that he had done on the first Bulletin. M. Linsman reported that the cost was \$ 125 for 200 copies. An English version is now in preparation. It was the feeling of the Council that many more copies would be desirable, and the distribution list was considerably enlarged.
- 9.2 After considerable discussion it was decided that we should continue to have the Bulletin in two languages. There will be either two separate editions or a bi-lingual edition; this question was referred to M. Linsman for resolution.

10. AWARDS

J.G. Santesmases had submitted his report on awards. It was the Council's feeling that the time for decision is not ready, but that thoughts should continue to determine when action should be taken. A tentative vote showed that 7 members were for and 6 against setting up a committee to discuss awards. The President announced that the opinion is so marginal that no such committee will be established at the present time.

11. PUBLIC RELATIONS

This subject is covered by the Bulletin activity and by the several Congress committees.

12. NEW COMMITTEES

12.1 An IFIP By-Laws Committee was established with the following members: J. Carteron (chairman), B. Langefors, P. Laasonen. (By-Laws are specific operation procedures which do not have to be included in the statutes, such as detailed rules for admission, election of officers, etc.)

12.2 St. Comet was replaced by B. Langefors on the Committee for the IFIP Congress 65.

12.3 W.L. Van der Poel was appointed vice-chairman of the Program Committee of the IFIP Congress 62.

13. FINANCE COMMITTEE

13.1 A. van Wijngaarden outlined the budget situation. \$ 10,000 will be turned over to the Local Arrangements Committee out of IFIP general funds. The following allocations were requested and approved:

Publications Committee	\$ 1,000
Bulletin (1962)	\$ 500
Local Arrangements Committee for the Congress (in addition to \$ 500 already received)	\$ 9,500

Of this amount \$ 5000 will be needed before the end of the year and \$ 4.500 in March 1962. The President warned that the money situation will be tight during March of next year, if neither the Unesco subvention nor any annual dues will be paid before that time.

13.2 The annual budget for the Council will remain the same as in 1961.

13.3 The question came up as to whether IFIP should pay travel expenses to technical committee members. It was agreed that IFIP funds for such purposes were to be made available only in an emergency, i.e. if a person would otherwise be prevented from fulfilling his duties as a committee member. Under no circumstances will regular Council members receive travel expenses since they are to be considered the representative of their national societies. The Council approved a \$ 1,000 emergency travel fund for technical committees to be used at the discretion of the President. \$ 200 were approved for secretarial expenses of technical committees.

13.4 The Council approved the list of commitments through December 1962 (attached).

14. BIBLIOGRAPHY

A. Walther reported that the quarterly publication "Titel von Veröffentlichungen über Analog- und Ziffernrechner und ihre Anwendungen" issued by the Deutsche Forschungsgemeinschaft and ICC is now available in bi-lingual form. The first bi-lingual edition, No 54, will be mailed free to all recipients of the ICC. Bulletin and order forms will be attached. In view of this, IFIP will not undertake any bibliographical activity of its own at the present time.

15. FUTURE IFIP CONGRESSES

15.1 M.V. Wilkes reported that he hoped to have one or two invitations by March 1962. Preliminary interest has been expressed by Spain, Italy, U.K. and a Scandinavian country. The President advised that the U.S. would be extremely happy to issue an invitation and noted that the World Fair will take place during 1965 in New York. The Council agreed to solicit invitations only from European countries and instructed M.V. Wilkes to continue accordingly.

15.2 The Council agreed on a 3 years' cycle for the IFIP Congresses.

16. IFIP CONGRESS 62

All items pertaining to the Congress are reported in an attachment to the minutes.

17. OTHER COUNCIL BUSINESS

- 17.1 The President advised of a forthcoming activity in the field of language translation. He felt that we should try to establish a shelter within IFIP for all activities that relate to information processing, in order to prevent numerous independent international bodies to be formed in this field. If IFIP is to be a strong organization, it should establish in itself an opportunity to accommodate all important international activities within its field. H. Zemanek proposed to form sub-groups concerning the several fields of activity, specifically one for language translation. The question arose as to the group which recently in Teddington planned to form an International Federation for Language Translation. The Council charged the President to get in touch with the group and to find out whether they will be interested in affiliating themselves with IFIP. If so, the financial consequences should be investigated.
- 17.2 Dates of future meetings. It was decided that the next Council Meeting will take place in or near Munich, Germany, from Wednesday, March 21, to Friday, March 23, 1962. (If necessary, the proceedings will be continued on the morning of Saturday, March 24). An excursion into the environment of Munich will take place on Saturday afternoon and / or Sunday morning. March 19 and 20 are reserved for technical committee meetings. The meeting of the ICC (International Computation Centre) is scheduled for March 26-31, 1962, in Rome. The Programming Language Committee will meet during any two days within that period.

The meeting was closed on Thursday, October 26, at 12 noon.

A.P. Speiser
Secretary-Treasurer

November 20, 1961

IFIP

INTERNATIONAL FEDERATION FOR INFORMATION PROCESSING

Financial Exposure, Oct. 1961 – Dec. 1962

Local Arrangements Committee	\$ 9.500
Publications Committee	\$ 2,000
Program Committee	\$ 1,000
Bulletin	\$ 500
Emergency Travel Fund	\$ 1,000
Technical Committees	\$ 200
President and Secretary-Treasurer, 1961	\$ 1,000
President and Secretary-Treasurer, 1962	<u>\$ 2,000</u>
	<u>\$ 17,200</u>

Revenues, Oct. 1961 – Dec. 1962

Balance as of Oct. 1, 1961 (Sw. Fr. 56,448.55)	\$ 13,127.55
Outstanding dues 1961	\$ 1,500
1962 dues	\$ 7,250
Unesco Subvention	<u>\$ 5,000</u>
	<u>\$ 26,877.55</u>

IFIP

INTERNATIONAL FEDERATION FOR INFORMATION PROCESSING

ATTACHMENT TO THE MINUTES OF THE THIRD COUNCIL MEETING

“Rolighed” near Copenhagen, Denmark, October 23-26, 1961

This attachment contains those parts of the proceedings which relate to the IFIP Congress 62. It is being mailed to all participants of the Copenhagen meeting, while the part pertaining to Council matters is sent only to Council members.

PARICIPANTS:

Officers: I.L. Auerbach, President, U.S.A.
A. Walther, Vice-President, Germany
A.P. Speiser, Secretary-Treasurer, Switzerland

Council Members: N.I. Bech, Denmark
J. Carteron, France
A.A. Dorodnicyn, U.S.S.R.
A. Ghizzetti, Italy
J. Kryze, C.S.R.
P. Laasonen, Finland
B. Langefors, Sweden
M. Linsman, Belgium
J. G. Santesmases, Spain
A. van Wijngaarden, Netherlands
M. V. Wilkes, United Kingdom
H. Yamashita, Japan

The following Council Members were absent:

J.M. Bennett, Australia
H.R. Ciancaglini, Argentina
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Observers: (The persons denoted with an asterisk (*)
were present during part of the meeting only.)

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P. Campbell (representing ICC), Italy
St. Comet, Sweden
P. Ercoli, Italy
C.-E. Fröberg, Sweden
J.V. Garwick, Norway
* A. Gertz, Israel
* Dr. Gill, U.K.
E.L. Harder, U.S.A.
* L.M. Orth, Germany
C.M. Popplewell, U.K.
* R.Sauer, Germany
H.J. Stetter, Germany

- * G.C. Tootill, U.K.
B Vauquois, France
W.L. Van der Poel
- * A.R. Wilde, U.K.
H. Zemanek, Austria

The discussion of items pertaining to the Congress started on Monday, October 23, at 2 p.m. The President announced that this afternoon we will resolve policy questions, not detailed items. Most of the details will be handled in smaller groups.

1. FINANCIAL REPORTS

The Congress Chairman, A. Walther, advised that the financial reports were incorporated in the reports of the Local Arrangements Committee.

2. LOCAL ARRANGEMENTS COMMITTEE

R. Sauer reported on the preparations made by his committee and distributed a written report. (The report is being mailed to those Council Members who were not present.)

- 2.1 Interpretation. Regarding the question of simultaneous interpretation, A.A. Dorodnicyn advised that he expected approximately 20 participants from the U.S.S.R. and J. Kryze said the C.S.R. would probably have between 10 and 30 delegates, most of whom would prefer Russian to English, provided the interpretation is good. A.A. Dorodnicyn offered to find out whether scientifically trained interpreters would be available from the U.S.S.R., and the Local Arrangements Committee will investigate the same question at Unesco. It was further decided that no interpretation would take place in the opening and closing sessions, but that sequential translation would be arranged in these cases. As it had been previously decided, the languages will be English, French, and Russian, and the preferred languages will be English and French.

All large halls should have loudspeaker systems.

- 2.2 Scientific Secretaries. The need for scientific secretaries was confirmed. These persons should speak several languages, one of which must be German. They should have some training in the data processing field and should have some organizational capabilities. It was left up to the Local Arrangements Committee to determine their functions in more detail. Since available funds are limited, travel expenses and basic accommodation should be provided by these persons' employers. The Congress will provide them with a small daily allowance. In a few exceptional cases living expenses can be provided by the Congress, but there is no possibility to compensate for travel expenses. The scientific secretaries should be available from Friday, August 24, to Friday, September 7, 1962. Names of qualified persons should be made known before January 15, to R. Sauer, giving their knowledge of languages and their technical skill. The final decision will be made in March.
- 2.3 Social Events. The opera performance should not show up as a separate item on the budget. The Council approved to have a banquet.
- 2.4 The Local Arrangements Committee will issue a folder. Each national representative should tell H.J. Stetter how many folders he will need.
- 2.5 It was approved that Wagon Lits Cook will be the official travel agent for the Congress. It was further resolved that the assignment of members to the Honorary Committee and the question of awards will be the responsibility of the Council, not of the Local Arrangements Committee. At the banquet there will be no formal speakers except for toasts, but there will be light entertainment.
- 2.6 It was decided that the admission fee will be \$ 15 for early registration, \$ 20 for registration at the desk. Early registration means payment before June 1 or July 1, to be decided by the Local Arrangements Committee. The Local Arrangements Committee will use best judgment to determine exceptions from this deadline for early registration for reasons of national currency restrictions or other hardship. The admission fee for students will be \$ 5. Upon registration, the delegates will receive program, abstracts, and pre-printed papers. They will also receive a folder on Interdata, as well as preprints of those

exhibition papers that will have been made available by the authors. All other material will be at extra cost. Students will receive the same material. Exemption from the admissions fee will be at the discretion of the Local Arrangements Committee, but such cases should be reduced to a minimum.

- 2.7 Reception. There will be an official reception with about 150 people. The Council will select the invitees. Council members are expected to make recommendations at the March meeting; 5 – 10 persons from each country will be included.
- 2.8 Opening Session. Speakers at the opening session will be, among others, the President of IFIP and the Congress chairman.

3. PROGRAM COMMITTEE

- 3.1 Ground Rules. N.I. Bech submitted a report on the activities of the Program Committee. It was confirmed as a ground rule that there should be sessions for invited and submitted papers (called plenary sessions), symposium sessions, and panel discussions. The plenary session papers should be preprinted, except for the invited papers. Their duration should be 20 – 25 minutes. At the symposia a group of papers is presented, but they are of shorter duration, more in the type of discussion, and cover a narrower technical subject. Their duration is approximately 15 minutes.

A panel consists of about 5 people. Each person speaks for 5 – 10 minutes on a specified subject. He has to prepare an abstract of approximately 500 words. The first part of the discussion takes place between the panel members only. Towards the end of the session the audience is invited to participate as well.

It was concluded that business applications are as much an IFIP subject as scientific issues, and that therefore such papers must be judged by the same standards as scientific papers.

- 3.2 Resolutions. The decisions of the Program Committee as to accepted and invited papers, symposia, panels, and closing session have been summarized in reports which have been circulated to the members by the Program Committee. There will be 20 sessions of formal papers and a survey session of invited papers. Three sessions on Equipment are planned to review the status of various computers and peripheral equipment. There will further be a series of 26 symposia and panel discussions. At no time should there be more than five simultaneous sessions, in addition to the presentations at the exhibition.
- 3.3 Procedures. The invited speakers will be invited by the Program Committee immediately after the Council meeting and are expected to reply before January 1. Shortly before this date they will receive a follow-up. If they do not reply, an alternate will be contacted so that the list of invited speakers will be final in March.

The symposia and panels report to the Program Committee chairmen. Each national representative will follow up those symposia whose organizer comes from his country, and has to assure that the symposium is handled in the way the committee desires. Each symposium organizer will receive copies of abstracts so that he may be aware of their content.

Authors of accepted papers will be advised of acceptance by the Program Committee, whereas rejection should be announced to the authors by their respective national Program Committees. This should be done as soon as possible.

- 3.4 For the 20 plenary sessions 20 chairmen and vice-chairmen will be needed. Members should send proposals to N.I. Bech before January 31, 1962.

4. PUBLICATIONS COMMITTEE

- 4.1 The chairman of the Publications Committee reported that an agreement has been negotiated with the North Holland Publishing Company for publishing the proceedings and that this agreement was ready for signature. During the course of the Council meeting, however, it became clear that the proceedings would be larger than was envisaged in the beginning and that some fresh negotiations would be necessary.

The Council agreed to the following budget in addition to that approved in Darmstadt:

Secretarial, travelling expenses, etc.	\$ 700
Honoraria to colleagues who assist Miss Popplewell	\$ 300

4.2 The following master schedule was established for the preparation of the proceedings.

December 31, 1961	Deadline for receipt by Program Committee and the editor of abstracts in at least one language (max. length 200 words).
January 14, 1962	Deadline for receipt by Program Committee and the editor of texts of offered papers (max. length 3,000 words).
March 21-24, 1962	Council meeting in Munich, Germany. Final selection of papers by the Program Committee.
April 1, 1962	Abstracts in 5 languages to be in editor's hands.
August 15, 1962	Preprints and abstracts to be delivered to Local Arrangements Committee in Munich.
August 27 to September 1, 1962	Congress.
September 15, 1962	Discussions on offered papers, corrections to offered papers, texts of invited papers, papers and contributions to symposia and panel discussions, details of opening and closing sessions to be in editor's hands.
October 31, 1962	Complete manuscript to be available for Publisher.

4.3 Abstracts. Previously it had been decided to have the abstracts available in five languages. It was proposed to reduce the number to three, namely English, French, and Russian, and to exclude German and Spanish. After a lively discussion the Council agreed not to change the previous decision, and therefore to have the abstracts in five languages.

4.4 It was decided that the editor may communicate directly with the authors on editorial matters.

5. EXHIBITS COMMITTEE

5.1 H. Billing distributed a report on his activities. The President stated that every effort should be made to stress the technical content rather than to make the exhibition a trade show. No restrictions will be made on commercial items, but scientific and technical content should receive much emphasis. Interesting technical exhibits should demonstrate the state of the art.

As to the physical arrangement it was decided that national grouping should, if possible, be avoided. A. A. Dorodnicyn said that the U.S.S.R. will not be in a position to participate.

5.2 Lectures. In connection with the exhibit, lectures will be presented and movies may be shown. The arrangement of these lectures should be separate from the scientific program, as handled by the Program Committee. These meetings will also be under the guidance of scientific secretaries. The papers are to be submitted by the exhibitors and will be reviewed by N.I. Bech, H. Billing and other committee members who so desire. Titles and names of the speakers will be included in the program. If the speakers so desire, they can provide preprints at their own expense and have them distributed to

the Congress members together with the other material. Neither abstracts nor full texts will be included in the proceedings.

The abstracts of these talks will be reprinted in a special booklet which will be handed to the Congress participants. The printing will be done by the Verein Ausstellungspark. The preferred language for these talks is English, but the speakers are free to choose other languages. Interpretation is possible under the condition that the speakers provide the interpreters.

6. The President concluded by commending the chairmen of the Local Arrangements Committee, Program Committee, Publications Committee, and Exhibits Committee on the splendid work that they had done. They, as well as all their associates, had performed a very substantial workload, and the President expressed his hope that they will find it possible to continue in this excellent manner.

Finally, the Vice-President and Conference Chairman A. Walther thanked the President I.L. Auerbach for his strong leadership and for the loyal and efficient manner in which he directs the affairs of IFIP. The Council endorsed these words by a strong applause.

A.P. Speiser
Secretary-Treasurer

November 20, 1961