

Minutes of the Council Meeting

7 - 8 March 2001, Capri, Italy

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1 EXECUTIVE SUMMARY

IFIP Council, 7-8 March 2001, Capri, ITALY

Previous Council and GA meetings in Italy

IFIP's very first meeting was the June 1960 Council in Rome. 10 Members of IFIPS [at that time the name was International Federation of Information Processing Societies] had sent their representatives to Rome and out of these only 2 organizations -- IPSJ [Information Processing Society of Japan] and the BCS [British Computer Society]-- continue today with the same name and as the same national Member of IFIP. Italy was revisited in 1964 for a Council meeting in Rome and in 1982 for a Council and GA meeting, again in Rome. The March 2001 Capri Council meeting is the 4th in Italy and the first away from the Eternal City.

Reported Highlights

After the attendance of the Chinese President at WCC 2000 in Beijing another important event was the meeting on 31 January 2001 of IFIP representatives with the UNESCO Director General. That was followed by an invitation to IFIP to join a UNESCO centered Advisory Group of Institutionalized Civil Society on Information and Communication Technologies.

IFIP's EB had met in Tokyo with senior officers and members of the Boards of IPSJ and JEITA (Japan Electronic and Information Technology) to identify areas of interest for future IPSJ-JEITA/IFIP interactions. Two issues -- involving young researchers/practitioners in IFIP and IFIP as an international body supporting studies to identify future IT developments -- were identified for further consideration.

A regional meeting of representatives of IFIP's member societies from Austria, Hungary, Italy and Slovenia is planned for 18 April 2001 in Portoroz, Slovenia. The meeting will convene under the auspices of IFIP and its objectives are to identify areas for international cooperation of these societies within the IFIP framework as well as other bilateral and multilateral arrangements.

IFIP's finances were stable despite the volatility of the stock markets. The actual 2000 Result, after special funds provision, is an increase of the IFIP General Fund. The 2000 accounts were endorsed by Council and will be presented for final approval to GA 2001. They show good financial performance that continues the positive trend of the last 6 years. IFIP's financial stability has made it possible to implement a new financial plan whereby IFIP members from countries with very small economies and limited resources from 1 January 2001 onwards pay half the dues they were previously paying. It is expected that this new scheme will make it possible for many other societies to join IFIP. A target list of potential new members is maintained.

In the year 2000 IFIP was involved in 78 events, out of which it was a full sponsor of 27, main sponsor of 25, a joint sponsor of 4 and a co-sponsor of 22. 23 books were published with Kluwer Academic Publishers. Other publishers produced more than 10 IFIP publications.

Congresses

WCC 2000: The Beijing Congress was a major success in terms of IFIP promotion, program content and income. The Organizing Committee was able to quickly close the books, transfer the agreed 110 K CHF guaranteed proceeds to IFIP and provide a comprehensive report to Council.

WCC 2002: The majority of TCs are involved in the program design and implementation. 9 streams are planned and there will be an Industry track, Pioneers Day and a Youth program.

Detailed plans and Call for Papers are ready and these will be distributed in April. The deadline for paper submission is set for December 3, 2001.

WCC 2004: There was some concern about the current situation in the Middle East and the Israeli representative was invited to report. He felt that in 3 years the situation in the region would improve. IPA hired the biggest congress organizer in Israel and there will be no serious problems to relocate the venue from Jerusalem to another Israeli town if a contingency plan would be required. Mr. K. Brunnstein, IFIP vice-president and German GA representative, was appointed as Chair of the International Program Committee.

Future Activities

Council accepted an interim report on the IFIP Digital Library project. The technical and economic parameters would have to be specified and the preparatory work will continue so as to enable GA 2001 to make a decision.

The Developing Countries Support Committee proposed the organization of a new IFIP event provisionally called the World Information Technology Forum (WITFOR). It is intended as a forum for promoting IT in developing countries by arrangements similar to the IFIP World Computer Congress. Council supported the idea and asked DCSC to develop a concrete proposal for the President and the Executive Director to investigate possible UNESCO support.

Arrangements for a future IFIP Conference on professionalism are in progress. Communications on the subject are maintained with ACM, CEPIS and SEARCC. Several Council attendees confirmed the interest of their societies to join the preparations.

Changes

Many changes are expected this year. 6 out of the 12 IFIP Technical Committees have or will have a new leadership by the end of 2001. Mr. A. Haebeler, TC 2 Chair, attended his first Council in Capri while the current TC 7 Chair, Mr. P. Kall, attended his last meeting. Mr. A. Casaca entered his second elected term as TC 6 Chair. In June 2001, 2 TCs -- TC 5 and TC 11 -- will have new chairs, namely Messrs. G. Olling (US/ACM) and L. Strous (NL). Mr. B. Glasson (TC 8 Chair) and Mrs. J. Hammond (TC 13 Chair) will complete their terms and their successors will be elected this year.

Mr. R. Aiken (US/ACM) will step into office as IFIP President the moment GA 2001 closes and his team will include 2 newly elected/reelected vice presidents and 3 elected/reelected trustees. Furthermore, GA 2001 will have to consider the secretary-elect and treasurer-elect posts for a one-year hand-over period. The current Secretary and Treasurer are both eligible for re-election.

Venue, Social Program and Thanks

Capri was chosen for several reasons. The AICA President, Prof. Bruno Fadini is based at the Naples University and since he was overseeing the arrangements a place close to Naples was of preference. Villa Orlandi [or the Centro Internazionale per la Cultura Scientifica] where the IFIP Council convened belongs to the University of Naples and provides good infrastructure for small international meetings. Another important reason was that AICA celebrates its 40th anniversary this year and IFIP's hosts wished to have a special meeting in Capri, in the region of the Gulf of Naples with famous natural, historic and cultural attractions. Council participants enjoyed classical songs and guitar with a distinctive regional flavor during a private concert in Villa Orlandi. A Dinner at La Pergola restaurant offered regional specialties and fish of the Gulf.

Capri was a very special experience and IFIP is grateful to its hosts -- AICA, the University of Naples and the Dipartimento di Informatica e Sistemistica, Prof. Fadini, Prof. Frisiani and their colleagues and assistants -- for the cordial hospitality and arrangements.

2 ACTION LIST

IFIP Council, 7 - 8 March 2001, Capri, Italy

WHO	WHAT
All	Refer to the GA 2000 and C 2001 Minutes and Action Lists and follow-up on outstanding commitments
Member Societies, GA reps., TC and WG Chairs	Continue to revise TC and WG (resp. by TC and WG Chairs) membership, consider new nominations and advise Secretariat of changes in membership including contact information as soon as they occur
Member Societies, TCs & WGs	Establish more visible links to the IFIP Web site and to the pages for Events and Publications. Promote IFIP Congress 2002 and distribute information about IFIP activities among members
Brunnstein in consultation with TC8, TC9 & TC 11	Prepare paper for GA on Electronic voting
TF on DL	Progress preparatory work on the DL project for a GA 2001 decision
EB	Monitor preparations of the Conference on Professionalism
Miura, CCI	Prepare paper for GA on IFIP Action on Futurology. Monitor activities related to Entertainment computing
MC, IAC	Progress Awards review
MC	Update "This is IFIP" and request offers for printing and distribution. Consider TC specific templates for an electronic version.
TA, TC Chairs	Consider interaction between TCs and WGs on emerging "hot issues" such as Electronic Commerce and ensure there is a concerted input in the organization of events on such topics
PC	Proactively assert IFIP's Publication Policy. Ensure a paper to explain the benefits of publishing with Kluwer. Follow-up with TCs on the obligations of IFIP Editors. Assist the link between events and publications
DCSC	Prepare a detailed proposal for WITFOR
TC Chairs	Provide TC reports in electronic form to the Secretariat 3 weeks before GA 2001. Provide information to the Secretariat and to the Newsletter Editor about published IFIP books with non-principal publishers
TC and WG Chairs	Inform Member societies of countries in which business meetings are planned and invite the respective GA representatives to attend these meetings. Encourage members to report to their societies about TC and WG activities
All Budget holders, Treasurer	Submit proposals to Treasurer for budget 2002 and assist the IFIP cash flow management by more precise estimates of expenses and income during 2001
TC and WG Chairs, Secretariat	Ensure that the forms for all IFIP Events are processed on time and recorded in the Events database
IFIP Secretariat	Continue to market IFIP activities and to remind of the IFIP URL and the availability of online information and documents. Ensure that all IFIP publications are included in the online lists.
Nedkov	Consider additional promotion channels for IFIP events via the Internet. Convene a survey regarding the Secretariat's assistance in the activity management process

3 ATTENDANCE LIST

IFIP Council, 7 – 8 March 2001, Capri, Italy

Council Members Present

P. Bollerslev	President
R. Aiken	President-elect
K. Brunnstein	Vice-President
W. Grafendorfer	Vice-President
J. Granado	Vice-President
T. Miura	Vice-President
R. Reis	Vice-President
R. Johnson	Secretary
D. Khakhar	Treasurer
G. Boynton	Trustee
J. Lee	Trustee
R. Kurki-Suonio	Trustee
P. Ralston	Trustee
Q. Wang	Trustee

TC Chairs Present

G. Ausiello	TC 1
A. Haeberer	TC 2
A. Casaca	TC 6
P. Kall	TC 7
B. Glasson	TC 8
J. Berleur	TC 9
J. Hammond	TC 13

Invited Observers Present

G. Davies	IPC, WCC 2002
A. Frisiani	GA rep., Italy
M. Gottlieb	OC, WCC 2004
J. Granado	FC Chair
Y. Lambert	Kluwer
J. Rosenfeld	NL Editor
J. Shiping	China
J. Wibe	IPC Chair, WCC 2002
M. Yoshizawa	Japan
M. Zhou	OC, WCC 2000

IFIP Secretariat

P. Nedkov	ED, CO and UNESCO Liaison
D. Hayden	IFIP Secretariat

Apologies from Council Members

K. Boyanov	Trustee
S. Charmonman	Trustee

Apologies from TC Chairs

B. Samways	TC 3
G. Doumeingts	TC 5
J.-C. Laprie	TC 10
B. von Solms	TC 11
B. Neumann	TC 12*

Regrets

P. Bobillier	SBC
A. Goldsworthy	CCI
A. del Moral	FC*
A. Rolstadas	CCI
N. Schlamberger	MC
R. Srinivasan	DCSC

* attended meetings prior to Council on 5 and 6 March

4 COUNCIL MEETING

IFIP Council, 7 – 8 March 2001, Capri, Italy

4.1 Call Meeting to Order

The President opened the Council meeting and welcomed all participants. He was grateful to AICA, the Italian Association for Informatics and Automatic Computation, and the University of Naples for the excellent arrangements. IFIP's first Council meeting was held in June 1960 in Rome, Italy and this year AICA celebrates its 40th Anniversary. Giorgio Sacerdoti, to whom IFIP is grateful for his many contributions, represented AICA for many years. Mr. Arrigo Frisiani, the current AICA representative to IFIP, made his first appearance in IFIP at GA 2000 in Beijing.

Mr. Frisiani welcomed Council on behalf of AICA and the AICA President, Prof. Fadini, and wished it fruitful work in Capri.

4.2 Attendance and Apologies

The Secretary announced Council attendance and regrets (please refer to the list of attendance). Messrs. Boyanov and Charmonman had sent their apologies as Trustees. The Chairs of TC 3, TC 5, TC 10 and TC 11 had conveyed their regrets.

4.3 Business issues

4.3.1 Approval of Agenda

The President advised Council that M. Gottlieb, the GA representative of Israel, was invited to deliver a progress report related to the preparations for WCC 2004.

Council unanimously ADOPTED the Agenda.

4.3.2 President's Report

Mr. Bollerslev drew attention to his report and said that in February the Executive Board held a meeting in Tokyo where he met the President and Board Members of IPSJ and representatives of JEITA. Some new and interesting ideas were exchanged and such meetings confirm the value of face-to-face reunions.

IFIP's membership since GA 2000 has remained stable. IFIP is making some progress in the direction of recruiting members and a list of potential new member societies is maintained. The number of events with IFIP involvement is above average and the reported events continue to be successful. Negotiations with ACM, CEPIS and SEARCC on the arrangement of an IFIP Conference on Professionalism are in progress and it is hoped these will materialize in the organization of an IFIP Conference on professionalism.

The cooperation with UNESCO was developing positively. **The President**, the President Elect and the Executive Director had a high level meeting with the Director of UNESCO and his team of deputies. An invitation was extended to IFIP to join an Advisory Group of Institutionalized Civil Society on Information and Communication Technologies. The Group met in February and will provide input to the Digital Opportunity Task Force set by the G-8 and to the organizers of the Information Society Summit in 2003. A concrete result of the closer relations with UNESCO is the agreement of the Deputy Assistant Director-General for Education to deliver a keynote address at WCCE 2001.

The Tokyo EB meeting had reviewed a number of issues including Standing Orders, rules and regulations for Awards, Digital Library, electronic voting and the eventual establishment of a World IT Forum. Details about all these issues will be reported during the Council sessions.

The President maintains close contacts with the Executive Director and the staff of the Secretariat and has done his best so that all Member Societies and GA members are updated on IFIP developments. **Mr. Bollerslev** congratulates the Secretariat for the very effective and informative IFIP web site and is grateful to EB, TCs and WGs, and the Secretariat for all the good help and assistance.

4.3.3 Secretary's Report

Mr. Johnson reported that currently 38 Full members have voting rights. Brazil, Greece and Syria have failed to pay their 2000 dues and have lost their voting rights as of 1 January 2001. They were invoiced for 2001 and their voting rights will be restored as soon as they pay their back dues. **Mr. Rosenfeld** wished to know why the Information Bulletin listed 44 Full members while the Secretary reports 38. **Mr. Nedkov** clarified that in addition to the three countries mentioned by the Secretary, Armenia is 2 years in arrears and the membership of Russia and Albania is under "freeze", in compliance with a GA 99 decision. These two countries are kept on the books but additional dues do not accumulate. Once they are in a position to pay their arrears up to 1999 they would actively rejoin IFIP and regain voting rights without going through the procedure for new members.

The Secretary said that EB is monitoring a list of prospective members with the hope of increasing IFIP's worldwide coverage. He would appreciate contact details of prospective new member societies. He was happy to join the President in praising the Secretariat for its effective service.

The annual round of elections will be held at GA 2001 in Brazil. At present, the known vacancies are:

- Vice Presidents – Messrs. K. Brunnstein and R. Reis
- Trustees – Messrs. S. Masduki, P. Ralston and Mrs. Q. Wang

Mr. Masduki was not eligible since he had failed to attend 2 consecutive Council meetings. All other office bearers are eligible for reelection.

- Secretary-Elect – Mr. R. Johnson
- Treasurer-Elect – Mr. D. Khakhar

Messrs. Johnson and Khakhar each have one more year to serve. However, both posts include a one-year hand over period and consequently the elections need to be held one year in advance of the end of their terms. Both are eligible for re-election.

Nominations will be called for in accordance with the IFIP rules and everyone is encouraged to give this matter serious consideration.

4.3.4 Executive Director's Report

The Executive Director said that since GA 2000 tasks were handled expeditiously. The Minutes and the Information Bulletin were produced on time. The 2000 accounts were finalized and the Secretariat had assisted the auditing process. The services of the Secretariat are valued for their timeliness and usefulness. The IFIP web site continues to grow and the Delivery Co.

maintains the information flow on IFIP related activities. Mrs. Hayden has invested a lot of energy in the event management process [her report is available under item 4.5.2] and Mrs. Brauneis, who had started work in July 2000 on a half-time basis, is making good progress.

Mr. Glasson wondered whether a poll had been carried by the Secretariat to assess its impact on event management. **Mr. Nedkov** responded that his assessment is based on performance indicators, however, he would be happy to organize a survey.

Mr. Nedkov said that since its inception, IFIP basically functions as a volunteer organization based on the commitment of its Members to contribute with time and money by supporting their representatives in IFIP's TCs, Standing Committees, GA and other bodies. IFIP is run by volunteers and supports a small Secretariat for clearing-house functions. Since 1995, the Secretariat has taken on many new activities and responsibilities and has never shied away from opening up additional activities. However, simple economics suggest that output and resources are related matters and for this reason it is important to stress the voluntary principle of IFIP if IFIP is to continue operating under the current model. Sometimes during GA and Council meetings IFIP's operations are compared to those of ACM and IEEE CS which are driven by a staff of approximately 100 each compared to IFIP's 2.5. **Mr. Boynton** inquired whether there were problems that should be addressed by Council. **Mr. Nedkov** responded that he was fortunate to have both the volunteer and the professional staff experience in IFIP and is happy with the current model as long as national representatives at all IFIP levels recognize their responsibilities. If IFIP's Member societies wished to change from the volunteer model to a professionally driven organization, then this should be carefully considered as it would not simply relate to the employment of one or two more staff members.

To finalize his report, **the Executive Director** said that there were many positive developments related to the World Congress in Beijing, to UNESCO and other international organizations. These developments have increased IFIP's weight on the international IT scene. Recently Slovenia requested IFIP to provide its auspices to the organization of a regional meeting of IFIP member societies, planned for 18 April in Portoroz. **Mr. Nedkov** was in contact with these societies and the arrangements are in progress. **Mr. Rosenfeld** thought this to be an important initiative and requested an update for the next issue of the Newsletter.

4.3.5 EB Meeting Report

Messrs. Bollerslev and Johnson said that in order to avoid repetition, many of the issues that had occupied EB's attention would be dealt with under the appropriate items of the Council Agenda. Shortly, EB had met in February 2001 in Tokyo and prior to Council in Capri. It had reviewed matters related to forthcoming Congresses. A report on IFIP Awards was considered and will be further discussed during Council. A review of the Standing Orders is underway and the objective is to have an updated version by GA 2001. Serious attention was given to the IFIP Digital Library project. Mr. Brunnstein had prepared a paper on Electronic Voting which will be further reviewed in consultation with the respective IFIP TCs so as to present it to GA 2001 for approval as an official IFIP document on the subject.

Mr. Johnson informed Council that arrangements for a future IFIP Conference on Professionalism were in progress and he maintains communications on this subject with ACM, CEPIS and SEARCC. **Mr. Rosenfeld** found this initiative important and thought that an article should appear in the Newsletter. **Mr. Lee** informed Council that ACM and IEEE CS cooperate in the area of software engineering and said that he was authorized to confirm his society's interests to participate in IFIP's initiative. **Mr. Boynton** noted that the term „software engineering“ was strictly reserved for the engineering profession and said that CIPS also volunteers to contribute to the organization of the conference.

Mr. Berleur wondered what the conference audience would be. Should it address practitioners, services, issues related to lifelong learning and skill shortage? He felt that Industry is a driving force in the area of professionalism and would be interested to provide support to such initiatives.

Mrs. Hammond noted that SEARCC is mentioned but she was not aware of any such activity in the region. **Mr. Johnson** replied that he had briefed the SEARCC President, Mr. Siow, on the subject and had informed him that IFIP is keen to have SEARCC's involvement. **Mrs. Hammond** thought that ACS should get involved directly in the organization and help sensitize SEARCC's members and to solicit their support during the forthcoming SEARCC meeting in Colombo. She felt that Africa should also be represented at such an international forum.

4.3.6 Treasurer's Report

Mr. Khakhar said the 2000 accounts were reviewed in February 2001 in cooperation with the IFIP Secretariat and the IFIP Auditor. The 2000 Result, after amortization and depreciation according to approved policies and after special funds provisions, is a surplus of 66,743 EUR. The result is a bit lower than the budgeted surplus of 72 K EUR.

Compared to 1999, the 2000 Result shows less income while expenses have increased by approximately 23 K EUR.

The key figures for the last five years were:

<i>(Amounts in K EUR)</i>	<i>2000</i>	<i>1999</i>	<i>1998</i>	<i>1997</i>	<i>1996</i>
<i>Income</i>	<i>393</i>	<i>582</i>	<i>407</i>	<i>374</i>	<i>424</i>
<i>Expenses</i>	<i>260</i>	<i>237</i>	<i>249</i>	<i>214</i>	<i>226</i>
<i>Result</i>	<i>133</i>	<i>345</i>	<i>158</i>	<i>160</i>	<i>198</i>
<i>Assets</i>	<i>2059</i>	<i>1970</i>	<i>1591</i>	<i>1416</i>	<i>1240</i>
<i>Liabilities</i>	<i>195</i>	<i>111</i>	<i>124</i>	<i>90</i>	<i>82</i>
<i>Funds</i>	<i>1864</i>	<i>1826</i>	<i>1433</i>	<i>1324</i>	<i>1157</i>

The **Total Income** was 393 K EUR, which is below the budgeted 437 K EUR. Income from Return on Assets, managed by UBS London since 1990 is negative [loss of 33 K EUR]. Dues from Members were above budget. Royalties from Publications increased by 20 K EUR, or by 17%, to 125 K EUR. Proceeds from IFIP Events include 72 K EUR from WCC 2000 and 56 K EUR from TC events.

Total Expenses were 260 K EUR, or 47% below budget, which is due to savings at all levels.

Expenses of the 12 Technical Committees were in total 48% below the budgeted amount and show considerable variations. 10 TCs had positive TC Fund balances available for 2000. During 2000 all TCs had increased their fund balances and currently have positive fund balances to the extent of 295 K Euro. Technical Support expenses were 24 K EUR, or 54%, below budget, and relate to DCSC activities. The Special Activities Fund increased by 26 K EUR to the amount of 124 K EUR.

The Final Result, after Special Funds Provision of 65 K EUR, is an increase of IFIP's General Fund by 66 K EUR to 1,384 K EUR.

Council unanimously **ACCEPTED** the 2000 accounts for approval by GA 2001.

No amendments were proposed to the Year 2001 Budget as adopted by GA 2000.

With regard to the preparations of the Year 2002 Budget, **the Treasurer** advised Council that he would take into consideration the 2000 Result and the 2001 Budget. In the process of preparations he would appreciate written proposals from all IFIP budget holders well before the GA 2001 meetings.

4.3.6.1 Finance Committee Report

The FC Chair reported that IFIP's finances were stable and there were no major surprises. The year 1999 was outstanding and had produced a peak result. Compared to it, the 2000 result does not look so impressive for the following reasons:

- The world stock markets had produced a negative return on IFIP's assets;
- There were no unexpected receivables (while income from activities increased);
- There was a noticeable increase in the DCSC support for projects and events.

Due to these reasons Income, in comparison to the 1999 accounts, showed a decrease while Expenses had increased. The final Result was 212 K EUR less than in 1999. [*Please refer to the key figures reported by the Treasurer for the last 5 years*]

The budget execution was well controlled: The Income items were slightly above the forecasts (with a major exception related to unforeseen negative "Return on Assets") and the expenses were below the forecast. 2000 was a normal year with a negative return on assets, warning IFIP for the need of a conservative financial policy.

Some of the previously defined objectives were under control. These included sound management of income and expenses and a relatively stable income from membership dues. The IFIP funds were 7 times larger than the annual expenses, which is a guarantee for unexpected developments. IFIP's policy is to maintain available funds at least 5 times the size of its annual expenses.

The FC Chair advised Council that several other objectives remain to be achieved. Income from Membership dues of 171 K EUR was lower than the expenses of the Secretariat and those for administrative support of EB and IFIP Standing Committees. Efforts need to be made to increase the number of active and paying members, including members from Industry. Expenses should be tightly monitored and upgrades on membership categories should be considered in order to establish the balance. **Mr. Nedkov** responded that while this sounds fine as a financial objective it is currently hard to achieve. Moreover, the last GA had decided to reduce by 50% the membership dues of a number of societies. **Messrs. Bollerslev and Johnson** agreed and said that IFIP does not have members from Industry. **Messrs. Brunnstein and Casaca** opined that such a restraint does not allow for additional resources at the Secretariat in support of IFIP activities.

Bank deposits were rather high and income from interest was low. There was still a need for a sound cash flow management and all budget holders have to contribute to the financial plan. **The Treasurer** said that a saving account had been opened in Vienna. **Mr. Lee** wished to know what was the interest on the savings account and **Mr. Nedkov** responded that currently it was 4%. **Mr. Brunnstein** informed that the TC Chairs had met with FC and had requested advice concerning TC budget proposals. They have agreed that the cash flow should be optimized and have noted that funds should be readily available when needed.

Mr. Granado said that IFIP's portfolio depreciation was due to the loss on return on assets and was small compared to the 10-20 % stock market devaluation. This was in compliance with IFIP's conservative financial management. **The FC Chair** opined that the "Dubious Dues

Written off" were at an unacceptably high level. **Mr. Casaca** wished to know what was the reason. **Messrs. Khakhar and Nedkov** explained that it was normal practice to financially safeguard the organization by making allowances for "non-collectable" dues. These matters were discussed with the Auditor.

Mr. Granado advised Council to accept the 2000 accounts for approval by GA 2001 with a recommendation for an acknowledgement of the fine work of the Treasurer and the IFIP Secretariat.

The FC Chair concluded his report by saying that the long-term financial goals would be to cover administration costs from membership dues income, to support regular technical activities from proceeds and royalties and to invest possible return on assets into new activities. With regard to the 2001 budget, FC's recommendation is that it remains unchanged though the forecast for return on assets may be too high and the royalty expectations rather low.

4.4 Technical Committee Reports

[**Please note:** Council 2000 decided to request only one annual TC report for GA and have short updates, covering only the period between GA and Council and bringing forward issues that require a TA decision. With this in mind, TC Chairs were requested to provide in electronic form prior to Council 2001 updates on their activities. These are posted at <http://www.ifip.or.at/minutes.c2001.htm>. The full GA 2000 reports are posted at <http://www.ifip.or.at/minutes/beijing2000.htm>. In order to avoid duplication, only issues discussed during Council are included below.]

4.4.1 TC 1 Foundations of Computer Science

TC 1 homepage: <http://www.dis.uniroma1.it/~ifip-tc1/>

Mr. Ausiello reported that the next TC 1 meeting is scheduled for July 2001 in Crete, Greece. TC 1 had a successful first Theoretical Computer Science (TCS) conference in August 2000 in Japan, and the second TCS conference will be incorporated into the WCC 2002 format.

4.4.2 TC 2 Software: Theory and Practice

TC 2 homepage: <http://www.cs.tut.fi/~rks/ifip/tc2.html>

Mr. Haerberer was recently elected for the period 2001- 2003 and said that there are several other officer changes in TC 2 and its WGs. He reported that the next TC 2 meeting is scheduled for 1-2 June 2001 in San Miniato, Italy. TC 2 will contribute to WCC 2002 with the organization of a stream on Software Architecture, with the strong involvement of WG 2.4 and 2.10. A TC 2 "Manfred Paul" Award was established and it consists of a certificate and a honorarium. He had requested his WG Chairs to conduct review of the respective WG activities so as to avoid possible overlaps. The objective was to complete this process with a TC 2 State-of-the Art working conference.

Mr. Aiken opined that it would be useful to other TCs to explore the TC 2 experience to assess the establishment of new WGs.

4.4.3 TC 3 Education

TC 3 homepage: <http://www.wedu.ge.ch/cptic/prospective/projets/ifip/>

Mr. Bollerslev said that the next TC 3 meeting is scheduled for 28 July 2001 in Copenhagen, Denmark, in conjunction with the World Conference on Computers in Education. Preparations for WCCE 2001 are in full steam and the expectations are high.

Mrs. Hammond referred to the activities related to the Modular Curriculum on Informatics and said that other TCs should also be involved. **Mr. Nedkov** reminded Council that during the IFIP Council 98 in Manchester he had first introduced this project and all TCs were urged to contribute.

4.4.4 TC 5 Computer Applications in Technology

Directory information: <http://www.ifip.or.at/bulletin/bulltcs/memtc05.htm>

Council took note of the TC 5 report.

4.4.5 TC 6 Communication Systems

TC 6 homepage: <http://www.ifip.tu-graz.ac.at/TC6/>

Mr. Casaca reported that the next TC 6 meetings are scheduled for May 31–June 1 2001 in Cape Town, South Africa and for 6–7 October 2001 in Zurich, Switzerland. He was reelected for a second term as TC 6 Chair for the period 2001-2003. A review of the aims and scopes of the WGs was completed and TA in Capri had approved the new edited versions. TC 6 continues to be very active with the organization of events and publications. There is some concern about the high cost of Kluwer books, the 12 weeks lead period for printing and delivery, the unavailability of an electronic publishing procedure and the low number of books sold by Kluwer. **Mr. Johnson** reminded everyone that the Publications contract with Kluwer was prolonged for another term with the agreement of all TC Chairs.

Mr. Nedkov wondered whether there were any problems with the preparations of the 1st IFIP joint TC6/TC8/TC11 Conference on E-commerce, E-business and E-government. The organizers had expressed some concern that other IFIP events on similar topics are planned for this year. **Mr. Casaca** said the preparations so far were going well and there were 100 paper submissions. There were no competing TC 6 events close to the conference dates and he regretted any conflict with other TCs.

4.4.6 TC 7 System Modelling and Optimization

Directory information: <http://www.ifip.or.at/bulletin/bulltcs/memtc07.htm>

Mr. Kall said that his term as TC 7 Chair was coming to an end and this was his last IFIP Council meeting. There were no significant issues to report. The next TC 7 meeting is scheduled for 23-27 July 2001 in Trier, Germany. Some concerns were expressed about WG 7.4 and whether it should be dissolved but this matter needs further consideration. **Mr. Bollerslev** noted that WG 7.4 had 50 members.

The President thanked Mr. Kall for his contributions to IFIP.

Council APPLAUDED.

4.4.7 TC 8 Information Systems

TC 8 homepage: <http://ifiptc8.cis.gsu.edu/ifip>

Mr. Glasson said there was nothing new to report. The next TC 8 meeting will convene on 20-22 June 2001 in Salzburg, Austria and will elect his successor. There had been some correspondence with former officers of the former WG 8.7, which was dissolved after GA 2000. Their wish was to reinstate the group and they were advised on the appropriate procedures.

Mrs. Lambert said that the manuscripts she receives for the publication of TC 8 proceedings are in excellent condition. **Mr. Glasson** responded that the editing costs are often included in TC 8 conference budgets.

4.4.8 TC 9 Relationship Between Computers and Society

TC 9 homepage: http://www.info.fundp.ac.be/~jbl/IFIP_tc9/index.html

Mr. Berleur reported that the next TC 9 meeting is scheduled for May 2001 in Namur, Belgium where TC 9 will also celebrate its 25th Anniversary. That occasion provides an opportunity to solicit diversified views on the Information Society.

4.4.9 TC 10 Computer Systems Technology

Directory information: <http://www.ifip.or.at/bulletin/bulltcs/memtc10.htm>

No Discussion.

4.4.10 TC 11 Security and Protection of IP Systems

TC 11 homepage: <http://www.ifip.tu-graz.ac.at/TC11>

No Discussion.

4.4.11 TC 12 Artificial Intelligence

Directory information: <http://www.ifip.or.at/bulletin/bulltcs/memtc12.htm>

Council took note of the TC 12 report.

4.4.12 TC 13 Human-Computer Interaction

TC 13 homepage: <http://www.ifip-hci.org>

Council took note of the TC 13 report.

4.5 Technical Issues

4.5.1 Technical Assembly

The TA Chair referred to his report and informed Council that Messrs. Boynton, Wibe and Davies were invited to TA to report on WCC 2002 developments. The majority of IFIP TCs are involved in the Congress, which will be a 5-day event with pre and post conference activities. 9 streams were planned and TC and WG support for wide publicity is essential and there are a

lot of information materials, including videos and incentives for marketing the event. Several of the streams will intersect and common issues will be addressed. While the deadline for paper submission was set for 3 December 2001 some TC Chairs had recommended to have it extended to January 2002. Several options for the Congress publications were considered. One option is that all participants receive a CD-ROM with the Congress proceedings and a book of the respective stream for which they have registered. A “Best of Congress” book with 2 to 3 papers from each stream was also considered. This, however, adds a certain complexity to the process of refereeing.

Mr. Rosenfeld wondered whether there could be a market for such a “Best of Congress” publication and **Mr. Brunnstein** replied that the Kluwer representative had supported the idea and the book could serve as an “appetizer”. **Mr. Boynton** believed that such a book could be useful to Industry as a quick sample of what is happening in the IT field. **Mr. Haerberer** said such a publication would have a lot of merit if serious editorial work can be assured.

[Please also refer to item 4.6.2. of the Minutes.]

Mr. Brunnstein informed Council that TA had accepted the edited aims and scopes of WG 6.1, WG 6.4, WG 6.6, WG 6.8 and WG 6.10. It had also accepted the aims and scope of the previously “provisional” WG 6.11 “Electronic Commerce – Communication Systems”. The TC 6 Chair, Mr. A. Casaca, was commended for his efforts and for helping establish WG 6.11. Other TCs, notably TC 8, TC 9 and TC 11, were requested to coordinate with TC 6 their activities related to E-Commerce.

TA had welcomed Mr. A. Haerberer, the new TC 2 Chair, who had made a presentation on the status and recent developments in the oldest IFIP TC. Software Engineering is developing in directions comparable to traditional engineering where concepts such as re-use of software become essential. TC 2 will review the aims and scopes of its WGs.

The TA Chair informed Council that he had discussed with the TC Chairs their involvement in the organization of WCC 2004. Several of them have said that they have no representative from Israel. No specific reservations were expressed though the TC Chairs need to discuss any engagement within their TCs.

There was a strong concern among TC Chairs about the 2-year interval between World Congresses, which makes it difficult for TCs and WGs to properly organize their regular events in between Congresses. **Messrs. Johnson and Nedkov** argued that there is no need to have all TCs involved in the program of each Congress.

Mr. Casaca advised Council that problems were often encountered in drawing the attention of IFIP member societies to the fact that they were not represented on the respective TCs. There is often a lack of communication between national representatives and their societies. The problem is partially financial but the **TC 6 Chair** believed that IFIP should remind its members and seek their representation in IFIP’s technical activities. It is hoped that IFIP and its members would give this issue serious attention.

Mr. Brunnstein reported that the regulations of the Outstanding Service Award (OSA) were considered. The TC chairs feel that the present award scheme (OSA, Silver Core) should be improved with a clearer structure and applicability. One suggestion was to add a “Gold Core” to the Silver Core scheme so as to improve its visibility. **Mr. Brunnstein** opined that the present OSA scheme makes it sometimes impossible to award organizers of IFIP events when they are formally not WG members.

4.5.1.1 TC Forum

Mr. Brunstein reported on behalf of the TC Forum facilitator and said TC Chairs have agreed to share existing handbooks as templates to develop TC-specific handbooks in order to facilitate the jobs of incoming TC and WG officers.

TC Chairs were aware of significant improvements in the area of event management but feel that more could be done. The current event guidelines need refinement. It would be helpful to assist the preparation of event budgets and to receive information about budget performance of relevant past events. **Mr. Khakhar** informed Council that he had recently gone through the guidelines and forms and finds them quite helpful. Moreover, they were recently updated with the involvement of the TC Chairs.

The TC Forum had met with the Marketing Committee, the Publications Committee, the Finance Committee and the Activity Management Board.

[Please refer to items 4.3.6.1, 4.5.2, 4.5.3 and 4.7.2 of the Minutes]

During the meeting with the Developing Countries Support Committee it was reported that representatives from developing countries had rarely a possibility to participate in TC meetings. DCSC was requested to explore the possibility for special funds to support such participation.

During the meeting with the Committee for Cooperation with Industry it was reported that TC 2, TC 6 and TC 8 maintain close cooperation with industry while TC 12 and TC 13 find their scopes important to industry and wish to strengthen their connections. TC 1 and TC 7 feel that in their area there is some delay between theory and applications while TC 9 does not see serious interest from industry in its area. TC 6, through WG members, is indirectly involved in developing standards but it will be difficult, if at all possible, to involve IFIP in the highly structured process though IFIP might be successful in supporting standardization in newly emerging areas. The CCI Chair had shared with the TC Chairs ideas about a new mission addressing future developments in the IT field.

[Please also refer to item 4.7.8 of the Minutes]

Mr. Brunstein concluded by saying that the TC Chairs requested him, in cooperation with Mr. Reis, to prepare a TC related conference prior to GA 2001 in Natal, Brazil.

4.5.2 AMB

Mrs. Hayden referred to her report and said that since GA 2000 she has been kept very busy with event management issues. In addition to her main functions in establishing contact with event organizers, WG and TC Chairs, processing forms, completing required information and registering events, some of her other duties could be summed as follows:

- Developing a continuity of information on major series of events by developing track records so that future event organizers can network with previous organizers
- Working proactively [visiting web-sites, using search engines etc.] to complete missing information.
- Analyzing requests and information so as to create links between interested parties and the respective IFIP TCs.
- Maintaining contact with other organizations to include information on IFIP events in their databases (ICCA, World Meetings Publications).
- Maintaining the IFIP Calendar of Events, which is an authoritative reference source.

- Establishing direct links between the process of event organization and the publication of conference proceedings and following-up with contracts.
- Marketing and promotion of IFIP events and new publications.

The year 2000 was successful for IFIP in terms of event numbers, proceeds from activities and publications. In addition, there was a very successful Congress in Beijing. The following event statistics reflect the status:

IFIP Events / AMB Sponsorship Statistics (as at 20 Feb 2001)

	TOTAL	SPONSORSHIP				
		FULL	MAIN	CO-	JOINT	OTHERS
1995	68	11 16.18%	37 54.41%	15 22.06%	2 2.94%	3 4.41%
1996	64	6 9.38%	34 53.13%	17 26.56%	4 6.25%	3 4.69%
1997	73	19 26.03%	30 41.10%	17 23.29%	1 1.37%	6 8.22%
1998	71	13 18.31%	32 45.07%	26 36.62%	0 0.00%	0 0.00%
1999	64	20 31.25%	25 39.06%	17 26.56%	1 1.56%	1 1.56%
2000	78	27 34.62%	25 32.05%	22 28.21%	4 5.13%	0 0.00%
2001	39	11 28.21%	17 43.59%	10 25.64%	1 2.56%	0 0.00%
2002	3	1 33.33%	2 66.67%	0 0.00%	0 0.00%	0 0.00%
2003	1	1 100.00%	0 0.00%	0 0.00%	0 0.00%	0 0.00%

Mr. Reis referred to the 2002 – 2003 rows and said that IFIP event organizers would benefit if their events were recorded early in the process of organization. For this reason he found it useful for IFIP WGs, TCs and all involved in the process to do their utmost so that details for the registration of the events are provided as soon as they are available.

Mr. Brunnstein said that event management was discussed during the TC Forum. Mrs. Hayden’s “back office” activities were highly appreciated but more efforts are now required with “front office” functions, including communications with conference organizers, budget preparation and marketing. **Mr. Nedkov** said there is always room for improvement, however, this is associated with available resources. Many of the functions, which are asked for, are already performed. In the event management process some TC Chairs have a “hands on” attitude while others prefer to keep a distance. The Event Facilitator has endeavored to accommodate with the different attitudes. It should be emphasized, however, that TC Chairs have a major responsibility in the management of their events.

4.5.3 Publications

Mr. Ralston and Mrs. Lambert reported that a total of 23 IFIP books were published with Kluwer during the year 2000. Revenues for IFIP titles totaled \$355,897 for the second half of 2000 which is an increase of nearly 20% over sales of \$297,686 in the first half of 2000. Total revenues for all IFIP titles during last year were \$653,584, which represents an increase of about 11% over 1999 revenues of \$588,924. Sales of 11 front list titles (published since July 1, 2000) accounted for \$199,084 of total revenues for the second half of 2000, and sales of 175 back list titles (published prior to July 1, 2000) accounted for \$156,813 of total revenues — 56% and 44%, respectively. The strength of the back-list during the second half was, in part, due to the high proportion of new titles published during the first half of 2000.

Royalties to IFIP totaled \$60,831 for the second half of 2000 and \$107,525 for the year. This represents an increase of 8.8% over total 1999 royalties of \$98,854. TC 6 leads with total sales of \$129,566, and TC 5, TC 11, and TC 8 follow with sales of \$67,892, \$42,540 and \$37,381, respectively, for the second half of 2000. Bulk sale revenues totaled \$108,262 for the second half of 2000. Total 2000 bulk-sale revenues of \$187,892 represent a 13.5% increase over 1999 bulk sale revenues of \$165,579.

The annual objective for the IFIP book series with Kluwer was 30 new titles each year, an objective that has seen only partial success in 1999 and 2000 with 24 and 23 titles. With 8 books scheduled for publication in the first six months of 2001 and contracts offered for 9 titles to be published in the second half, 13 more proposals are needed soon in order to reach 30 new titles in 2001. The status was precisely the same at Council 2000.

With respect to the WCC 2002 proceedings, **Mr. Ralston** said that the general Congress Editor was seeking a consensus with the TCs and the Congress IPC and OC on the final framework and form for the Congress proceedings. This should be achieved by September 2001.

The PC Chair reported that concern was expressed about the quality of some of the submitted manuscripts. Some editors were acting as collection agents and not proactively editing the papers or the volume and this reflects poorly on IFIP. TCs were requested to ensure that editors were informed of their obligations.

Bulk sales orders for numbers between 40 and 74 were causing additional work for all parties. It was agreed that the PC and Kluwer would monitor this and see if a formula could be developed for such exceptions. It was recognized that while the vast majority of IFIP publications were published by Kluwer and most TCs were happy with the service, there still remained a number that were not satisfied and choose to publish elsewhere. Some viewed the pricing to be excessive. Internal marketing should be done by Kluwer to explain pricing policies. The best way to ensure that the publications were under the Publications contract with Kluwer was to sell the benefits and the value to publish with Kluwer to the relevant IFIP people. Kluwer is requested to produce a document on this matter for distribution to the IFIP community.

As to the lists of IFIP publications on the IFIP web-site, it was agreed that these lists should include all IFIP publications regardless of the publisher. Information on non-Kluwer books should also be provided to GA and Council. **Mr. Nedkov** said that there must be some confusion as the lists include all IFIP publications known to the IFIP Secretariat. Some publications might be missing and the reason is that there is no information about them. **Mr. Berleur**, who had previously argued that only Kluwer books were listed, informed Council that while in Capri, he and the Executive Director had gone through the web pages and, as far as TC 9 is concerned, the lists include IFIP books with other publishers. **Mr. Nedkov** advised everyone that there needs to be a publications contract for all IFIP books. In order to facilitate the updating of the web lists, **the Executive Director** recommended to Council to request TC Chairs to submit detailed information to the Secretariat and to the Newsletter editor about IFIP forthcoming or published titles with alternative publishers.

Council AGREED.

Mr. Ralston felt that further streamlining of the links between events and publications would be necessary so as to ensure the timeliness of the publication process, especially for those conferences that do not fit in the current bulk order grid. **The PC Chair** said that a joint meeting was held with the Marketing Committee and there is a need to further define what should be addressed. Currently, marketing efforts include direct mail, Newsletter summaries, information on web sites, conference displays and other. The objectives were to reach out to libraries, MS members and working groups, the academic community and private researchers. By and large, Kluwer undertakes the marketing activities for books published by them. TCs had expressed the desire to have non-Kluwer books given exposure and it was agreed to pursue this further, however, costs would possibly need to be borne by the TCs.

[Please also refer to items 4.5.1 and 4.7.2 of the Minutes.]

4.5.3.1 Digital Library

Mr. Brunnstein said that following GA 2000 he was appointed by the President to Chair a DL task force, whose other members were Messrs. Johnson and Ralston. The objective was to investigate the technical, financial, legal and organizational matters related to providing IFIP copyrighted digitized material online.

IFIP holds the copyright of many publications, which are currently available in printed form or on CD-Roms by Elsevier, Chapman & Hall, Kluwer and other publishers. There is also valuable material from workshops and other activities, which was not published for various reasons. There is also the issue of digital material of IFIP member societies who wish to join this IFIP project. Recent material is generally available in digitized form while most of the older material needs to be scanned and the cost of conversion is significant if not prohibitive.

In principle, IFIP can only initiate and maintain a Digital Library if expected revenues could compensate development and maintenance costs. Therefore, it is important to have a business model and to assess the associated costs.

IFIP may choose between an in-house and an outsourcing solution depending on the costs and the scale of the IFIP DL project.

Mr. Lee informed Council that the ACM DL had been contracted with Virginia Tech, which operated the project up to the point ACM decided to charge subscriptions. Virginia Tech is supported by the NSF to work on projects related to the National Science DL in such areas as Biology, Geology and the Environment. It would be willing to provide host facilities to IFIP Member societies. This offer, however, does not include digitization, review and selection. It is interested in non-English publications. Since there are tight deadlines, the next one being April 5, societies that are interested in this offer should contact him as soon as possible.

Mr. Reis suggested that instructions to editors should be developed in order to preserve the digitized material of current and future conference proceedings.

Mr. Brunnstein concluded by saying that his report was based on discussions in EB and several drafts of the mission and possible business models. He concluded his report by requesting Council to agree for the continuation of the preparatory work with the objective to produce extensive material in support of a thorough consideration and decision at GA 2001. The DL task force would investigate potential bidders and publishers, which might be interested to develop the project for IFIP.

Council AGREED.

4.6 Congresses

4.6.1 WCC 2000

Mr. M. Zhou reported on behalf of the Organizing Committee of WCC 2000 in Beijing and said that at the Opening Sessions there were 2,067 attendees and the President of China, Mr. Jiang Zemin personally addressed Congress.

The actual Congress participation was 1,567. IFIP had provided support to 43 participants from 16 developing countries. The Congress OC had supported 70 participants.

The first 10 participating countries were:

China	828 (53 % of total)
Japan	124
USA	87
Germany	49
Australia	39
Norway	39
Finland	33
UK	32
Italy	26
France	25

There were 500 additional participants who had attended Congress related meetings.

The paper submission and presentation statistics were as follows:

- 2,219 papers were submitted from 72 countries
- 1,594 papers accepted (71.8 %)
- 1,367 papers presented (85.8 %)
- 227 papers with "no shows" (14.2 %)

Total Congress revenues amounted to Rmb 5,003,228.6 (\$ US 605,717.74) including:

- Registration Rmb 3,753,228.6 (\$ US 454,386.02)
- Exhibition Rmb 800,000 (\$ US 96,852.30)
- Subsidies Rmb 450,000 (\$ US 54,479.42)

Expenditures totaled Rmb 4,946,268.5 (\$ US 598,821.85) out of which

- OC and IPC (incl. all 95-2001 expenses) Rmb 4,406,168.5 (\$ US 533,434.44)
- IFIP guaranteed surplus of CHF 110,000 = Rmb 540,100 (\$ US 65,387.41)

The finalized accounts show a Congress surplus of Rmb 56,960.10 (\$ US 6,895.89)

Mr. Zhou said that during and after the Congress many participants and IFIP officials have said that the Beijing Congress was a major success. This was greatly due to the input from GA members, IFIP officers, TC Chairs and IFIP member societies to whom the OC is indebted. As a token of CIE's gratitude **Mr. Zhou** presented all Council attendees with a gift -- a Chinese friendship knot -- a symbol of friendship and unity.

The President thanked Mr. Zhou for his report and requested him to convey to CIE and the Congress OC IFIP's thanks and satisfaction with the excellent work. **Mr. Nedkov** was impressed how expediently all Congress matters were handled. He had maintained contact with Mr. Zhou and other OC members and was grateful that there has been good understanding at all times.

Council APPLAUDED.

4.6.2 WCC 2002

[Information Technology for our times: Ideas, Research, and Applications in an Inclusive World, Montreal, Canada, 25 - 30. August 2002 <http://www.wcc2002.org>]

The IPC Chair, **Mr. J. Wibe** reported on developments. The IPC has a wide coverage and most TCs were represented. The IPC membership is as follows:

Name:	Country:	TC:	E-Mail:
Wibe, Jan - chair	Norway		Jan.Wibe@seu.allforsk.ntnu.no
Brunnstein, Klaus	Germany	TC9	Brunnstein@informatik.uni-hamburg.de
Chapin, Lyman	USA	TC6	Lyman@bbn.com
Etiemble, Daniel	Canada		De@eecg.toronto.edu
Fuller, David A.	Chile		Dfuller@ing.puc.cl
Gentleman, Morven	Canada		Morven@cs.dal.ca
Gingras, Lin	Canada		Lingin@clic.net
Hammond, Judy	Australia	TC13	Judy@socs.uts.edu.au
Hofmeister, Christine	USA	TC2	Crh@eecs.lehigh.edu
Kleinjohann, Bernd	Germany	TC10	Bernd@c-lab.de
Morel, Raymond	Switzerland	TC3	Morel@uni2a.unige.ch
Neumann, Bernd	Germany	TC12	Neumann@informatik.uni-hamburg.de
Prey, Jane	USA		Jcp8v@cs.virginia.edu
Sakata, Shiro	Japan		Sakata@ccm.cl.nec.co.jp
Santoro, Nicola	Canada	TC1	Santoro@scs.carleton.ca
Traunmüller, Roland	Austria	TC8	Traunm@ifs.uni-linz.ac.at
Wah, Benjamin	USA		b-wah@uiuc.edu
Editor:			
Davies, Gordon	UK		g.davies@open.ac.uk

The Congress Program consists of nine different streams each with a chair and connection to a TC:

TC:	Stream:	Chair:
1	IT Foundations in the Era of Network and Mobile Computing	Nicola Santoro
2	Software Architecture	Christine Hofmeister
3	Tele-Learning	Raymond Morel
6	Communication Systems: The State of the Art.	Lyman Chapin
8	Information Systems: The e-Business Challenge	Roland Traunmüller
9	Human Choice and Computers: Issues of Choice and Quality of Life in the Information Society	Klaus Brunnstein
10	Distributed and Parallel Embedded Systems	Bernd Kleinjohann
12	Intelligent information processing	Bernd Neumann
13	Usability: Gaining a Competitive Edge	Judy Hammond

In addition to the Streams there will be keynote sessions, a "Youth Program", tutorials and workshops.

The deadline for submission of papers is set for December 3, 2001. During the Technical Assembly meeting a request to review this deadline for a later date was advanced and the IPC and OC will see if this could be accommodated.

The Program will be ready by April 2002 and Proceedings will be delivered to Kluwer by May 1, 2002.

The OC Chair, **Mr. G. Boynton**, said that the Capri Council was another occasion, after the meetings in Beijing and in Montreal last year, to ensure that WCC 2002 would meet the expectations of the TC and WG Chairs. He thanked the TCs for the remarkable cooperation that the OC had received to-date and acknowledged Mr. Brunnstein's important role as TA Chair in ensuring efficient collaboration.

Mr. Boynton recalled the availability of a publication about the Convention Center in Montreal, local industries, excursions, interesting neighborhoods and fine dining in Montreal. He advised that the OC had prepared a 10-minute video featuring some of the TCs present as well as many important Montreal personalities, who talk about the benefits of attending an IFIP WCC in Montreal. The OC also offers a stylized map of Montreal, which highlights the Information Technology companies in the region. Finally, he requested the TCs to advise the OC of networks that can be used to market the Congress.

4.6.3 WCC 2004

Prior to Council some concern was expressed about the current situation in the Middle East and the possible impact on the IFIP Congress in Israel. For this reason, the Israeli GA representative, **Mr. M. Gottlieb** was invited by the IFIP President to attend Council and to deliver a progress report.

Mr. Gottlieb said that Israel cannot afford the current situation to continue and is looking for appropriate solutions. The situation would be different 3 years from now. Security measures were high and efficient and, while the media focused on conflict points, in most cities one can hardly feel any tension. **Mr. Granado** mentioned that a few weeks before Council he had visited Tel Aviv and from his experience he did not feel that there was an extraordinary situation.

So as to facilitate arrangements for the use of free El Al tickets the organizers propose a change to the original dates to 5 - 10 September, 2004. The congress center in Jerusalem [<http://www.iccjer.co.il>] allows the organization of 8 parallel conferences and right next to it is the Crowne Plaza which would serve as the headquarters hotel.

Mr. Rosenfeld wondered whether there are any contingency plans in case the situation does not improve. **Mr. Gottlieb** responded that the Professional Congress Organizer which was employed by IPA, is the largest in Israel and will have no serious problems to relocate the venue to another Israeli city in the unlikely case that such a contingency plan is required. Kenes will organize another 8 major international Congresses in 2004 in Jerusalem in areas such as surgical oncology, cancer research, electron microscopy and others.

Mr. Aiken said the Congress would be during his term of Presidency and as the General Chair of WCC 2004 he has consulted with Mr. K. Brunnstein and is pleased to appoint him as International Program Committee Chair for WCC 2004.

4.7 Standing Committee Reports

4.7.1 DCSC

Mr. Khakhar reported that EB and the Developing Countries Support Committee had considered a proposal for the organization of a new IFIP event, provisionally called the World Information Technology Forum (WITFOR). This event is intended to serve as a channel and a forum for promoting IT in developing countries with an organization similar to that of the IFIP World Computer Congress, except that it would be held in developing countries every other year in between the Computer Congress. It is also intended to have the IFIP General Assembly

in the same country immediately after WITFOR and this would additionally assist the North-South IT dialogue.

Mr. Johnson inquired about the financing of this initiative and **Mr. Khakhar** clarified that the idea is to have the event sustain itself financially. Any surpluses would be left to the hosts so as to cover GA costs and as a contribution towards future IFIP involvement. Publications will be handled under the existing IFIP arrangements.

Mr. Brunnstein opined that it might be easier to organize an IT Development Summit if only one permanent location is considered and gave Davos as an example. He also felt that holding WITFOR before an IFIP GA is not the most appropriate time of year to attract key decision-makers. **Mr. Nedkov** could not draw a parallel with Davos as the original intentions were less ambitious. **The President** noted that the proposal suggests IFIP to start with WITFOR activities in 2003, however, he was on the opinion that 2005 would be more appropriate if UNESCO support is to be investigated and to avoid a clash with the UN Information Society Summit in 2003.

Council agreed in principle that further preparatory work should be carried and requested DCSC to develop a concrete proposal for the President and the Executive Director to seek UNESCO support.

4.7.2 Marketing

Mr. Grafendorfer reported that the Marketing Committee was working on a draft for Marketing Guidelines, which address available marketing channels and tools such as the Newsletter, the IFIP Web site, the “This is IFIP” leaflet, the IFIP PowerPoint presentation and other. He would appreciate recommendations related to this activity.

The “This is IFIP” Leaflet was available in pdf format from the IFIP Site. Offers will be solicited from several countries for the printing of 50,000 copies of an updated version. MC will endeavor to develop a template in A4 format (folded A5) of a leaflet with IFIP general information on one side and TC specific information on the other. The objective is to have this available via the IFIP Web site for downloading and distribution.

The MC Chair said that MC in Capri had briefly addressed issues related to stronger marketing and promotion of IFIP activities. TC Chairs had expressed some unhappiness with the promotion of non-Kluwer books. **Mr. Grafendorfer** advised that email list servers could be more intensively used to market IFIP Events and publications.

Mr. Nedkov informed Council that a network of “direct” and “soft” promotion is already in place and it is effectively used to market IFIP activities including events and publications. It includes the IFIP web-site, links to other sites, direct mail to member societies and editors, combinations of email messages, lotteries, etc. Traffic to the IFIP site has increased and so has the email output of the Secretariat. He understands the enthusiasm of TC Chairs to make their events and publications widely known and at the same time he wishes Council to know that these matters are handled professionally by the Secretariat within the requirements and restrictions of the electronic media. If IFIP gives way to an uncontrolled (and unsolicited) policy of mass mailing this may lead to a negative result. **Messrs. Brunnstein and Berleur** agreed that there are many problems related to aggressive and unsolicited mailing. **Mr. Casaca** proposed that Council requests the IFIP Executive Director to monitor the issues related to electronic promotion and to report to Council/GA whenever new opportunities are identified.

Council AGREED.

[Please also refer to items 4.5.1 and 4.5.3 of the Agenda]

Mr. Nedkov advised Council that Mr. Grafendorfer had received the “Grand Decoration of Honor” for services to the Republic of Austria. The Federal President of Austria had conferred the Award to Mr. Grafendorfer for his outstanding service during 40 years of state employment and for international activities which included IFIP engagements and the 15th IFIP World Computer Congress in Vienna and Budapest.

Council APPLAUDED.

4.7.3 Statutes and Bylaws

The Secretary reported that at present there are no issues requiring considerations for changes to the Statutes and Bylaws.

4.7.4 Admissions

Messrs. Nedkov and Reis reported that so far no new applications for IFIP membership were received but a list of potential members is maintained and there are contacts in several regions, including Eastern Europe, Latin America and the Gulf states.

4.7.5 IFIP-UNESCO Liaison

Mr. Nedkov said that IFIP continues to pursue a proactive UNESCO policy, which contributes to IFIP's high profile and continued participation in activities and projects of interest. IFIP's members were kept informed and aware of the developments. A highlight of these efforts was the meeting with UNESCO's Director General on 31 January 2001. Another important development was the initiative to form a group of NGOs to advise UNESCO and the UN on issues related to ICT.

Mr. Nedkov represents IFIP on the NGO-UNESCO Liaison Committee and the Joint NGO/UNESCO Committee on Communications and new Technologies, which held 2 workshops during the period. At one of these workshops he was speaker on matters related to international cooperation in the Education field. The Liaison Committee is currently preparing the International Conference of NGOs scheduled for 12 to 15 December 2001 in UNESCO House, Paris. Representatives of about 400 NGOs are invited to take part in the work of the Conference.

IFIP TC 3 activities related to the Project on "Elementary ICT Curriculum for Teacher Training" continue, in cooperation with UNESCO's Institute for Information Technologies in Education (IITE) and UNESCO's Education Sector. A high profile UNESCO conference on "INFOethics 2000: Right to Universal Access to Information in the 21st Century" was held in Paris, 13-15 November 2000. TC 9 of IFIP provided a forum for the regional preparatory meeting during the Knowright 2000/ InfoEthics Europe Conference in Vienna, 26-29 September 2000.

4.7.6 Internal Awards

Mr. Johnson informed Council that there was a paper on IFIP Awards based on his contacts with TCs and discussions in Executive Board. From the input to this discussion with the TC Chairs he concludes that the OSA is not well understood and has not achieved the high public esteem that was originally intended. There is interest in acknowledging contributions to IFIP

which do not meet the high criteria for the Silver Core and with this in mind the Secretary recommended to Council the following options:

- a. OSA be left essentially unchanged
- b. The Internal Awards Committee is requested to review the wording so as to clarify the purpose of the Award
- c. Marketing Committee is requested to seek ways to give it greater prominence within IFIP.

The President thought that MC could devote some time to investigate how OSA and the Silver Core Award could become more appealing. **The Executive Director** also felt that there are a number of things that could be done in order to add more value to IFIP's Awards. A balanced approach to reflect the levels of prestige of the Silver Core and the OSA can be drawn by MC and such issues as reductions of conference registration fees, discounts for publications, ties, scarves, a lounge for SC holders during IFIP congresses, to name a few, could be considered.

Council agreed that MC should investigate the matter and produce recommendations.

4.7.7 IFIP Newsletter

Mr. Rosenfeld reported that due to personal problems he had failed to produce the December 2000 issue on time and had agreed with the Executive Director to have it only available as an online issue from the IFIP web-site. The March 2001 issue is ready and a copy was inserted in the Council binders. The actual printing and distribution would be done soon after the Capri Council. **The Newsletter Editor** said he would like to have it as a combined issue, which includes most of the information of the December online material. It would roughly be double the normal size of the Newsletter. This would lead to extra mailing costs, which would have to come out of the 2001 budget.

Council AGREED.

4.7.8 Industry Committee

Mr. Miura drew attention to his report and said that he would be pleased to see that the promotion of cooperation between Industry, Academia and Government becomes an IFIP mission statement.

IFIP's EB had met in Tokyo with senior officers and members of the Boards of IPSJ and JEITA (Japan Electronic and Information Technology) to identify areas of interest for future IPSJ-JEITA/IFIP interactions. The activities of IPSJ and JEITA were presented and during that meeting and two issues -- involving young researchers/practitioners in IFIP and IFIP as an international body supporting studies to identify future IT developments -- were identified for further consideration. Possibilities for collaboration between IPSJ SIGs and IFIP WGs were investigated and there was a presentation on the preparations for an Industry session during WCC 2002.

Since its establishment during GA 99 the Committee for Cooperation with Industry (CCI) had focused on the following areas:

Survey to find the ratio between Industry and Academia representatives in IFIP's TCs and WGs

The intention is to continue monitoring this ratio.

"Industry" sessions during IFIP Congresses and in particular WCC 2002

Dr. Sakata is the IPSJ member of the WCC 2002 IPC who is expected to help designing the program so as to attract industrial representation.

IFIP TC/WG involvement in standardization activities

Mr. Miura felt that at present this does not appear to be of high priority to IFIP for a number of reasons, including competition with other organizations.

IFIP themes and projects to attract Industry

GA 2000 in Beijing established a Task Force on Entertainment Computing with the objective to explore and develop Entertainment Computing in IFIP as a matter of priority. There were some difficulties following Beijing but the **CCI Chair** had managed to persuade Mr. Kamae (JP) to lead the Task Force on Entertainment Computing. The areas to be explored by the Task Force relate to Hardware, Software, Systems, Human Interface and Applications. Tentative plans include the organization of an International Workshop on Entertainment Computing (IWEC) in May 2002 in Japan and a Steering Committee meeting during that workshop.

Mr. Lee said there are several educational programs in the USA leading to degrees in this field. He felt that the areas related to education would be important for the TF to investigate. He was able to identify Michael Moshell from the University of Florida who will replace Mr. Lee as the IEEE CS representative in the TF.

Messrs. Aiken, Berleur and Lee advised that the TF would need to avoid overlap with the activities of WG 9.3. Furthermore, **Mr. Lee** felt that it would be necessary to develop a mission statement for the TF.

Involvement of representatives from Industry and young researchers in IFIP's WGs

Mr. Miura believed it is important to simplify the procedures allowing IFIP member societies to send representatives to IFIP's WGs. One way would be to have them involved in the email communications of the respective WGs.

Mr. Boynton said that he was sometimes confused about the function of CCI. It seemed to him that such activities could be incorporated in other IFIP bodies. **Mr. Lee** responded that he had the same concerns and his reasoning is that CCI is established as a widget to attract Industry to IFIP.

4.8 Future Meetings

The Secretary informed Council that the Portuguese GA representative, Mr. Granado, had extended on behalf of his society an invitation to IFIP to host an IFIP Council meeting in Portugal. **Mr. Johnson** advised Council of the following schedule of future meetings:

GENERAL ASSEMBLY/COUNCIL (and related meetings)

2001	GA	Natal, Brazil 1 – 5 September
2002	Council	Bled, Slovenia First week of March
2002	GA	Montreal, Canada (in conjunction with the 17th IFIP Congress)
2003	Council	Portugal First week of March
2003	GA	Bilbao, Spain First week of September

Mr. Reis provided information about the GA venue and arrangements [please refer to http://www.ifip.or.at/minutes/c2001/ifip_ga_2001.htm]

4.9 Closing of Meeting

The President once more thanked the hosts for their hospitality and Council members and TC Chairs for their contributions. He wished everyone a safe journey home and declared the meeting closed.