

Minutes of the Council Meeting

Feb.28th – Mar 1st, Pohang, Rep. of Korea

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1 EXECUTIVE SUMMARY

IFIP Council Feb 28th/Mar 1st, Pohang, Rep. of Korea

WCC 2002

More than 2 years after IFIP WCC-2002 a Canadian court closed the books in February 2005 over the bankruptcy of the company which IFIP's Canadian member society (CIPS) established to manage WCC-2002. 9.9% of the requests of creditors for reimbursement have been accepted by the court. IFIP will ex-gratia payments equivalent to that part not covered by the Court's decision, following a decision of GA-2003.

WCC 2004

WCC 2004 was an excellent scientific and organisational success. The financial result was less positive with a reported loss of €279K.

WITFOR 2005

Excellent progress of WITFOR 2005 which is being hosted by the government of Botswana has been reported. Considering the very positive situation regarding sponsoring it has been decided that there will be no registration fee.

WCC 2006

The budget with now significantly reduced expenses was reviewed. Excellent progress has been reported from IPC despite the very compressed timeframe.

WCC 2008

Council agreed to hold a World Computer Congress in 2008. Invitations to bid for 2008 will be issued immediately. To comply with IFIP rules, the selection will be made at GA 2005.

Publications Contract with SSBM

The publication contract between IFIP and Springer Science and Business Media (SSBM) became legally valid on January 1st, 2005. Some initial "problems" have been reported which need to be solved quickly and avoided in the future.

Secretariat

Over the past six month the Secretariat has settled down to provide the usual reliable service. A number of overdue enhancements have been carried out.

Finance

The Treasurer reported that 2004 ended with a surplus of €195,938. This was achieved by a good return on assets and tight control of costs. Income from activities and also from royalties was far below 2003.

Newsletter

It is important to reactivate the newsletter as it displays the vitality of IFIP to the constituency and general public. An online newsletter should be issued at least quarterly.

IFIP web site

The web site should be reviewed, updated, and modernized. Marketing Committee will come up with a new design, implementation should be done in the Secretariat.

2 ACTION LIST

IFIP Council Feb 28th/Mar 1st, Pohang, Rep. of Korea

Task	Person / Body
Issue invitations for bids for WCC 2008	EB
Electronic Newsletter	Secretary, Secretariat
Payment of agreed event proceeds	TCs
Analysis of business break (activities, royalties)	AMB, PC
Submit revised version of guidelines for the use of TC funds to EB	Mr Strous
Establish Editorial Board	EB
Bulletin	
Inclusion of SIGs in Bulletin	Secretariat
TC Chairs are members of all standing Committees	Secretariat
Proposal for additional information	PC Chair, Secretariat
Clarification of the strategic goals of WITFOR	EB
IFIP Academy: Elaborate procedures	Treasurer, AMB, TA
Preparation Event Form	AMB
Preparation of guidelines for processing Event Form	AMB
Proposal for implementation of Sustainable Development Programme (SDP)	DCSC
New IFIP web site	MC, Secretariat
Request for improved information flow between IFIP and Member Societies	President
Elaborate a paper with propositions on revised strategy for IFIP	TF: "Strategy for IFIP"

3 ATTENDANCE LIST

IFIP Council Feb 28th/Mar 1st, Pohang, Rep. of Korea

K Brunnstein	President
D Brady	Trustee
G Engel	Trustee
A Frisiani	Trustee
J Granado	Trustee
R Gudauskas	Trustee
R Johnson	Secretary
D Khakhar	Treasurer
D Y Kim	Vice-President
J-C Laprie	Vice-President
R Morel	Trustee
N Schlamberger	Vice-President
B von Solms	Vice-President
J Turner	Trustee
R Reis	Trustee

J Wibe	TC 3
G Olling	TC 5
O Spaniol	TC 6
D Roode	TC 8
C Avgerou	TC 9
F Rammig	TC 10
L Strous	TC 11
M Bramer	TC 12

Affiliates

Y.R Karunaratne	SEARCC
R Hogg	SEARCC
W Stucky	CEPIS

Observers

R Puigjaner	WCC2006 IPC Chair
M Solar	WCC2006 OC Chair
D.W Hennage	IEEE
J Evans	Springer SBM

Secretariat

E Dundler	IFIP Secretariat
C McKenzie	IFIP Secretariat

Apologies

T Ito	TC 1
R Meersman	TC 2
I Lasiecka	TC 7
A Pejtersen	TC 13
R Nakatsu	SG 16

4 GENERAL ASSEMBLY MEETING

IFIP Council Feb 28th/Mar 1st, Pohang, Rep. of Korea

4.1 Call Meeting to Order

The President opened the Council meeting and welcomed all participants. He was grateful to the Korean Information Systems Society (KISS) for inviting the Council to hold its meeting at the facilities of Pohang university (POSTECH).

The President informed Council of the letter IFIP received from Yana Lambert, in which she wanted to inform IFIP officially about her return to work at Springer, but in an entirely new capacity. She expressed her sincere gratitude for the honour and privilege to work with IFIP over the past six years and that she was proud to be a part of what IFIP accomplished during that time.

4.2 Attendance and Apologies

The Secretary announced the Council attendance and apologies received (please refer to the attendance list). TC1, TC2, TC7, TC13 and SG16 chairs had sent their apologies.

4.3 Business Matters

4.3.1 Approval of Agenda

Council unanimously **ADOPTED** the Agenda.

4.3.2 President's Report

The President addressed matters related to IFIP World Computer Congresses, IFIP events during UN World Summit on Information Society (Phase II) and Publication Contract with SSBM.

IFIP World Computer Congress 2002 (Montreal)

The President reported that more than 2 years after IFIP WCC-2002, a Canadian court closed the books in February 2005 over the bankruptcy of the company which IFIP's Canadian member society (CIPS) established to manage WCC-2002. From the remaining funds, 9.9% of the requests of creditors for reimbursement have been accepted by the court; checks representing the related amounts have been sent to creditors. Immediately after having received the related message from CIPS, those IFIP members with outstanding reimbursement for their travel and accommodation expenses during their work as Program Committee chairs have been informed that IFIP would make ex-gratia payments equivalent to that part not covered by the Court's decision, following a decision of GA-2003. The related transactions will be included in 2005 transactions and will be reported accordingly.

IFIP World Computer Congress 2006 (Santiago de Chile)

The President reported that he visited Santiago de Chile for meetings with OC chair, Prof. Mauricio Solar and IPC chair, Prof. Ramon Puigjaner in order to support and

advise organizers of IFIP WCC-2006 in Chile with fresh insight concerning financial problems of previous WCCs (see CSC report). At these meetings, the revised budget (with significantly reduced expenses) was reviewed. Upon invitation of ImpSat, a large IT and computer service company, Prof. Puigjaner and the president presented lectures about themes from their expertise (Future of mobile networks, Role of Security in the Information Society) for about 100 participants which represented potential sponsors. In interviews, two newspapers have been informed about IFIP WCC-2006.

Future IFIP World Computer Congresses

The President informed Council that the discussion about mission, structure and time cycles of IFIP “big events” especially World Computer Congresses has recently been started by Mr Laprie. While this forum will take some time, it is clear that 2010 – the 50th anniversary of IFIPs foundation in 1960 – will require a suitable “big event” (possibly with new structure of WCC). Concerning 2008, some member societies have expressed interest to bid for WCC-2008; as agreed in GA-2004, a decision whether to ask for bids for WCC-2008 must be taken at Council-2005. EB would propose that Council agrees to send invitations for bids for WCC-2008 out immediately after Council with bid selection at GA-2005.

IFIP Events during UN World Summit on Information Society (WSIS 2005 Tunis)

Based on the good experiences which several ICSU affiliated societies and organizations have had while cooperating in a conference at World Summit WSIS-2003 in Geneva organized by Mr Morel and Mr Cornu, IFIP was invited to cosponsor a 3-day WSIS-2005 preconference “Past, Present and Future of Research in the Information Society”. **The President** supports this activity and has accepted the invitation to join the International Program Committee. Besides IFIP and ICSU, UN Food and Agriculture Organization (FAO), National Science Foundations of USA (NSF), China (NNSF) and South Africa, as well as World Federation of Engineering Organizations (WFEO and several well-reputed universities (British Columbia, Columbia-U, Ghana, Nairobi, Michigan, Santa Clara and Stanford) and INTEL support this event (partly as sponsors, mostly on Program Committee level). IFIP will present themes related to Ethics, Education, Security, Development as well as the Gaborone Declaration in two sessions.

Publication Contract with SSBM started January 1st, 2005

As the publication contract with Kluwer ended on December 31st, 2004, the new Publication contract between IFIP and Springer Science and Business Media (SSBM) became legally valid on January 1st, 2005. As in previous cases when IFIP changed to a new publisher (from Elsevier to Chapman & Hall, then to Kluwer Academic Publishers), some initial urgent “problems” have been observed and notified which need to be solved and avoided in the future. Among others, it was disappointing that a book published in December 2004 in the LNCS series still showed the “old” IFIP logo (whereas all 22 volumes published 4 months earlier at WCC-2004 showed the then new logo). Publication Committee chair Mr Turner and Publication Officer Mr Dundler will assist SSBM in improving procedures and quality of IFIP publications on the same level which was guaranteed by previous publisher, Kluwer Academic Publishers.

Other issues

Among many other important issues which will be discussed under various items, **the President** wished to emphasize that the work of TCs, WGs and SGs has continued with a high level of activity. Among forthcoming events, 2nd WITFOR (August 2005, Gaborone) will again be a special event of its kind, where the IFIP community can express its destination to support both UNESCO and Developing Countries.

Finally, **The President** thanked IFIP's secretariat staff esp. including Christine McKenzie and Brigitte Brauneis as well as Head of Secretariat Eduard Dundler for their excellent work.

4.3.3 Secretary's Report

The Secretary presented his report.

Secretariat

Over the past six months the Secretariat has settled down to provide the usual reliable service that we have all come to appreciate.

As an experiment, EB agreed to arrange for all papers for Council to be printed in a local print shop to avoid the very time-consuming copying which has been a feature of the Secretariat's work at previous GA and Council meetings. EB will monitor how well the new arrangement works. The Secretary will welcome any feedback to improve matters for the future.

A number of overdue enhancements have been carried out. One of the office PCs has been replaced and a new server/printer network installed. The IFIP Powerpoint presentation has been updated.

The 2005 IFIP Bulletin was delivered at the end of January. For next year it is planned to print it earlier to have it available at the start of January. The Secretariat will look at the feasibility of making changes in line with suggestions from TC Chairs and others.

Work is in progress to move the IFIP web server and Majordomo listserver from the Technical University in Vienna to the Austrian Computer Society (OCG). This became necessary due to changes at the university. We are grateful to OCG for providing the services IFIP needs on favourable terms.

Work has begun on enhancing the IFIP web site. It is intended to make changes to ensure it is compatible with Firefox. The Secretariat is planning to complete the redesigning of the web site later this year.

Membership

The Secretary reported that as at February 16th 2005 there were 49 Full Members of IFIP. Requests have been received from Argentina to transfer to Corresponding member and from CLEI to transfer to Full member. These applications will be considered by Admission Committee at GA 2005.

Publication Contract

There has been a steady exchange of detailed emails as SSBM settles into the new contract. IFIP has experienced changes of key personality at its publishers previously and recognises that it will take time for all parties to "learn the ropes". The position has been further complicated by the merger of KAP with SVL to form SSBM. IFIP welcomes the decision that contacts with all parts of SSBM will be handled by Jennifer Evans.

CEPIS

A beneficial meeting was held in Frankfurt on November 8th 2004 between the IFIP President, Secretary and Head of Secretariat with the CEPIS President, Chief Executive and their representative to IFIP GA. The discussion covered a wide range of subjects of mutual interest concerning how the cooperation between the two organisations could be strengthened. IFIP stressed the importance it attached to having a good working relationship with regional bodies and accepted the need to improve communication with the IFIP Member Societies. It was agreed to hold another meeting in autumn 2005.

GA Minutes

The GA 2004 Minutes were successfully produced by the Secretariat and distributed shortly after the event. The last paragraph of Minute 4.8.1 concerning "Future pattern of major events" should read: "**Mr Laprie** proposed that the problem should be discussed in an open forum prior to the Council meeting and brought for decision to Council 2005".

4.3.4 EB Meeting Report

The Secretary reported that EB had discussed several matters already reported in these Minutes in the President's and Secretary's report. These included Regional Affiliates and recent and forthcoming events.

The President has reported to EB that his contacts with the Russian Academy of Sciences had not produced any results and he would now say that unless they respond Russia's membership would be terminated at the end of 2005.

EB was pleased to receive an application from APDSI which will take over the membership of the defunct API in Portugal. An application had been received from Zambia. These were now with the Applications Committee.

Affiliate member ICCC was dissolved at the end of 2004.

EB agreed that the Secretariat, in combination with the Secretary, should produce an electronic version of the Newsletter.

4.3.5 Treasurer's Report

The Treasurer introduced his report.

2004 Financial Result

The 2004 accounts were reviewed in January 2005 in co-operation with the Auditor (Consultatio) in Vienna. The 2004 Result, after amortisation and depreciation according to approved policies, and after Special Funds Provisions, reflected a surplus of €195,938. The result is much better than the budgeted surplus of €98K.

Compared with 2003, the 2004 Result showed a significant decrease in both income and expenses. The Final Result, after Special Funds Provision of -€55K, showed an increase in IFIP's General Fund by €195K.

Key figures for the last five years are:

<i>(Amounts in K €)</i>	2004	2003	2002	2001	2000
<i>Income</i>	359	568	76	316	393
<i>Expenses</i>	219	374	264	255	260
<i>Result</i>	140	194	-188	61	133
<i>Assets</i>	2171	2074	1832	2087	2059
<i>Liabilities</i>	157	185	114	164	195
<i>Funds</i>	2013	1889	1717	1923	1864

Detailed figures were presented. Total income was €359K, which is significantly less than the budgeted €441K. This is mainly due to a decrease in Royalties from Publications, and Proceeds from Activities. Income from Return on Assets, managed by UBS London since 1990 reflects a surplus of €80K as budgeted. Dues from Members were according to the budget. Royalties from Publications decreased by €90K, or 50,6%, to €88K. Proceeds from Activities include proceeds from TC Events of €25K, is down by 71,5% compared to 2003, and must be considered as extremely disappointing.

Total expenses were €219K, or 45,8%, below budget. This is due to savings in expenses, at all levels. All TCs had positive TC Fund balances for 2004 totalling of €373K. The Technical Support expenses were €5K relating to DCSC support.

The Final Result, after Special Funds Provision of -€55K, shows an increase in IFIP's General Fund by €195K to €1.619K.

2005 Budget

The 2005 budget implies total income of €436K and total expenses of €421K, thus giving a budgeted result surplus of €15K. On the income side, Royalties of €107K is estimated as a tentative figure, which hopefully will be assessed by the Publication Committee after consultation with publishers. Other components of the income consist of the Dues from members (€169K), Proceeds from Activities (€56K) and Return on Assets (€103K). The Finance Committee should assess the figure for Dues. An assessment by AMB of the proposed modest figure for Proceeds from Activities will be appreciated.

On the expense side, expenses for the Administrative Secretariat are estimated at €261K. Other major expenses are due to funded expenses budgeted by technical committees for technical support and DCSC support. The DCSC support includes compensation to developing countries according to the voucher scheme.

2006 Budget Guidelines

In preparing 2006 Budget, 2004 Actual Result and 2005 Budget Approved will be considered. However, **the Treasurer** would appreciate the receipt of any comments and recommendations of changes in written form as early as possible from the budget holders. He expects to be able to prepare 2006 Budget proposal prior to the next GA meeting.

Council ACCEPTED the report.

The Treasurer reported that for 15 events the agreed on proceeds are outstanding. TCs are requested to look into this issue.

Council AGREED unanimously.

Mr Granado reiterated that the necessity of IFIP finding new sources of income from new business, and that FC had funds available for initial funding.

Council unanimously **ACCEPTED**.

Mr Johnson said that finding new sources of income is not restricted only to TCs. IFIP should also seek opportunities among the member societies. **Mr von Solms** added that looking for new business is not only task of TCs or the MC; IFIP should not only look inside, but farther a field.

Council moved issue to EB.

4.3.6 Finance Committee Report

Mr Granado presented the Finance Committee report. As usual the 2004 operations were financially analysed from three different perspectives:

- IFIP business: far below 2003 (decrease: - 54% < 2003, -42% < 2002);
- Return on Assets: below 2003 while positive (-46% < 2003, +123% > 2002);
- Dues from Members: stable.

Removing the "Return on Assets" for the last three years and the extraordinary losses due to WCC 2002 from 2003 "Expenses", IFIP's affairs was strongly decreasing:

Year	Income	Expenses	Balance	% Dev.
2002	366,170.17	264,982.91	101,187.26	
2003	427,083.08	299,105.36	129,977.72	+26.5 %
2004	279,107.51	219,915.22	59,122.29	-54.5 %

This was mainly due to "Royalties from Publications" (-51 % or -€90K) and "Proceeds from Activities" (-72 % or -€63K). The break on the Income is so high that IFIP must urgently understand if it is incidental or structural.

Fortunately IFIP exercised strong control on the "Expenses" side of the balance sheet. They decreased visibly, as can be seen below:

Year	Expenses	Deviation	% Dev.
2002	264,982.91		
2003	374,308.76	+109,325.85	+41.3 %
2004	219,915.22	-154,393.54	-41.2 %

The reduction was on all items. If we had not kept such a strong control over the expenses and had we stayed at the 2003 level, our budget would state a loss of €95K (or €20K if we removed the €75K extraordinary losses due to WCC 2002).

Considering the "Return on Assets" alone, the 2004 performance was below 2003 and in line with budget. Compared to "Return on Assets" from the previous two years:

Year	Assets	Return	% Return	% Dev.
2002	1,832,286.07	-289,761.44	-15.8 %	-276.2 %
2003	2,074,289.83	141,469.67	+6.8 %	+148.8 %
2004	2,171,202.77	80,760.30	+3.7 %	- 45.6 %

The "Securities at Market Value" finally reached the book value (slightly passed) and eliminated any potential loss (that would only be realized if we liquidated the securities):

Year	SMV	SBV	Appr/Depr.	% Ap./Dep.
2002	1,509,782.24	1,736,461.24	-226,679.00	-13,1 %
2003	1,646,804.00	1,697,071.88	-50,267.88	-2.9 %
2004	1,710,331.00	1,697,071.88	13,259.12	+0.8 %

Council AGREED to the Finance Committee's proposal to endorse the 2004 actual accounts and to propose it for approval by the next GA.

2005 BUDGET

The Finance Committee had examined the 2005 Budget and agreed that it stays in line with the adopted policies and the last GA approval. The control over the "Expenses" was reflected in a slight budgetary increase. The "Income" stayed in line with the year 2004 budgeted values. The forecast for the "Return on Assets" was probably optimistic. Similarly the "Royalties from Publications" would most probably stay below the forecast.

While the causes of the decrease in activities in 2004 are not understood, Finance Committee recommended strong measures be implemented to reduce expenses in 2005.

Council ACCEPTED the report.

Council asked AMB and Publications Committee to look in depth at the decrease in 2004 business activities and come up with an analysis of structural issues.

4.4 Technical Issues

4.4.1 Technical Assembly

Mr von Solms presented his report as Chairman of Technical Assembly.

The Chairs of TC3, TC5, TC6, TC8, TC9, TC10, TC11 and TC12 attended. Mr Puigjaner (WCC 2006), Mr Solar (WCC 2006) and Mr Turner (PC) attended for part of the meeting. Apologies were received from Chairs of TC1, TC2, TC7, TC13 and SG16.

Matters arising:

Vice-chairs

Following last year's discussion and decision, most TCs now have a vice-chair. The question whether they are allowed to have more than one vice-chair was answered in the affirmative.

TC-5 works with an executive committee and wishes to have the members of this committee authorized to sign documents (on behalf of the TC-chair). This issue will be taken up by the TC-chair with the IFIP Secretariat.

IFIP Schools

TC-2 reports that it has planned an event that would be recognised as the first IFIP Academy. The experiences gained with this event will be input for the article that the AMB intends to complete for submission to GA 2005.

In that day's AMB meeting the topic of fees for schools was discussed. A proposal would be made, indicating that it is the decision of the individual TC organizing an IFIP School to decide on a fee between €0 and €10.

TC funds

The proposal concerning TC funds had been discussed during the TC chairs dinner and with the Finance Committee. The request of the Finance Committee to add a peer review role for TA as an additional control was accepted by TA and would be included in the procedure document. A revised version would be produced and discussed with the TA and the Finance Committee members. The revised version would be submitted to EB for approval.

With respect to the peer review role of TA, a proposal for this role would be drafted and this would include a proposal for a budget template (Basie von Solms / Leon Strous). The proposal would be discussed with all relevant parties.

Council AGREED.*Different kinds of membership of a TC*

No new proposal was submitted.

Open publication issues

The main topic discussed in the Publications Committee was the digital library. SSBM intends to use their current facilities. This means that the IFIP series will possibly become part of a bundle of book series that are currently listed under the umbrella of computer science. LNCS is not part of this umbrella package of publications at the moment. For this bundle, an editorial board will be established. The TC chairs will most likely be (ex officio) members of this board.

At its previous meeting TA identified a few issues with respect to publications that needed to be followed up on without delay:

- With respect to the copyright clauses, a concern was expressed that this might seriously affect the submission of papers by PhD students because of implications for their final theses. It needs to be investigated how serious this issue is and what a possible solution can be.
- Given the goal to disseminate the work of IFIP as widely as possible, the list prices of the books are considered to be prohibitively high for individuals to buy. Knowing that previous tests to examine the effect of price reductions on the sale of books have shown a poor result, TA is of the opinion that this could be re-investigated also in the light of increasing budget restrictions of institutional subscribers to the IFIP books.
- In order to better accommodate event organisers, editors and authors the procedures currently used and the tools currently available to compile the chapters and the manuscript need to be improved. The procedures should also clarify a few issues, for instance with respect to the difference between the IFIP Book Series and the LNCS series.
- As already mentioned, the goal is to disseminate the work of IFIP as widely as possible. In order to achieve this, it is important for IFIP's work to be cited. It

needs to be investigated how it can be achieved that IFIP's books be included in the important citation indexes.

It is not clear to TA which issues are already addressed by the Publications Committee and which are not, and more importantly, who is taking the lead and responsibility with respect to these open issues.

TA emphasized again the importance of the digital library and requests EB and the Publications Committee to clearly identify the remaining open issues, the persons in charge of dealing with them and the timelines for finalisation.

Council ENDORSED this request.

Working groups, Specialist Interest Groups and Specialist Groups

In order to give the Specialist Interest Groups (SIGs) the recognition and visibility they deserve, it was agreed by GA 2004 to include the current SIGs and their memberships in the IFIP Bulletin and on the IFIP website. The current bulletin does not include this information yet. TA requested the IFIP Secretariat to implement this in the next edition and online as soon as possible.

There was a brief discussion whether the Bulletin should be published only online or also on paper. It was decided that both versions are useful, stating that the most up to date information should be expected from the website.

Also, the website was briefly discussed in relation to the question as to what extent the information on the IFIP is up to date and what structure would be the best implemented to guarantee the most current stand. It was noted that this topic is also on the agenda of the Marketing Committee. TA expressed a general uneasiness with the current structure and requests the Marketing Committee to pursue this issue with priority.

Council ENDORSED this request.

TC-1 -- WG 1.8

This agenda item is delayed to the next TA because of absence of the TC-1 chair.

TC-5 -- Title

See report of TC-5.

Ex officio membership

TC chairs are ex officio members of all standing committees. This is not reflected in the bulletin. TA requests the IFIP Secretariat to include this in the next edition of the hard copy and online version as soon as possible.

TC reports (developments since GA meeting in Toulouse)

For details, reference is made to the individual reports of the TCs. Here only TA related issues that require a TA decision are listed.

- TC-5. TA approved the new name of the TC: Information Technology Application.
TA approves the name of SIG-CAI: SIG Computer Aided Innovation.
- TC-13. The request by TC-13 to establish a new working group was not discussed in the meeting due to late receipt of the document. The proposal will be circulated to all TA members.

- SG-16. TA approved the establishment of the proposed new working groups 16.4 Games and Entertainment Computing and 16.5 Social and Ethical Issues in Entertainment Computing.

Strategic issues

Publications

See Open publication issues above.

Digital library

See Open publication issues above.

WITFOR 2005

TA members were inquiring about the status of WITFOR 2005 and the involvement of the TCs in this event. These issues were explained by Dewald Roode as the program chair of WITFOR 2005. With respect to future involvement of TCs in WITFOR, it would be helpful if the strategic goals and the governance structure of the event were clear.

TA requested EB and Council to clarify the strategic goals that IFIP wanted to achieve with WITFOR and what the future governance structure of the event should be. The plans for WITFOR 2007 will be requested when WITFOR is being reported to GA.

Council FORWARDED request to EB.

IFIP Individual members

The current Statutes and Bylaws already provide for having individual members in IFIP (see page 7 of the Bylaws). The proposal to install such a type of membership is therefore not necessary.

IFIP Council

A proposal was submitted to organize the Council meetings always in the same place, preferably in or close to the IFIP Secretariat (Laxenburg / Vienna). TA fully supported this proposal.

There were concerns from the **President** and from the **Secretary** that the proposal would prevent IFIP meeting its member societies which was an important part of the Council and GA meetings.

Council FORWARDED the proposal for consideration to EB.

Technical Affiliates

The TC chairs will be asked to check the list of Technical Affiliates of IFIP. If they have relationships with or knowledge about any of those affiliates, this information will be sent to the TA chair. The TA chair will then investigate whether the other affiliates are still alive and they will be contacted to discuss ways to strengthen the relationship with IFIP.

Process to appoint members to WGs

A short discussion on the procedures for appointing working group members and officers took place. Apart from appointing the working group chair, which must always be done by the TC chair, it was concluded that it was undesirable to impose further detailed rules on a mandatory basis to all TCs. TCs should have the freedom to decide on procedures that fit them best.

Last year an initiative was started to get more active participation from the “regional” affiliate members in the TCs. Notably SEARCC has been very active and appointed a number of members in TCs and working groups. This was warmly welcomed. Due to a miscommunication it was not made clear that membership rules and procedures for appointing members in working groups are different from the rules governing TCs and moreover these rules and procedures may vary from one working group to another. Some working groups were not informed about the initiative and were surprised by the nomination of members for their group. The topic has already been addressed between SEARCC and the IFIP secretary. Leon Strous will contact Mr Karunaratne of SEARCC to check whether there are remaining issues to be solved by TC-chairs.

Management issues related to TCs and SG

For decisions concerning existing TCs see TC reports above. No other aspects are to be discussed or decided.

WCC 2006

Mr Solar and Mr Puigjaner presented the status and plans for WCC 2006. For details reference is made to the slides that are distributed to all TA members. All TC chairs that are planning to organize an event as part of WCC 2006 are invited to provide the requested information as soon as possible in order to have a smooth preparation of the event. All questions and concerns with respect to the program and program schedule should be addressed to Mr Puigjaner as soon as possible in order to address them in a timely manner. The same applies to logistical and budgetary issues to be addressed to Mr Solar.

Issues from EB meeting on 26 February

All relevant issues were integrated in discussions during the meeting.

AOB

- TA members were reminded of the discussion forum started by Mr Laprie as agreed at GA 2004. The purpose of this forum is to have an open discussion on the future of the major events of IFIP, notably the World Computer Congress. All TC-chairs are urged to use this forum and submit their ideas.
- Some issues concerning the statutes and bylaws were raised. It was agreed that such issues would be collected and put together in a proposal for improving the S&B for GA in August (Mr Bramer; input by all TA members).
- It is noted that the TC chairs are listed as observers to the Council. This is not correct; TC-chairs should be formal Council members, not only observers. A proposal will be drafted for GA in August (Mr Bramer).

[Please note: Full TC reports including participation statistics are available at <http://www.ifip.or.at/minutes/c2005.htm>. In order to avoid duplication only key information and issues addressed during General Assembly are included below. Regularly updated directory information for all IFIP Technical Committees and Working Groups is available at http://www.ifip.or.at/bulletin/bulltcs/b_tcs.htm]

4.4.2 TC 1 Foundations of Computer Science

URL: <http://www.kb.ecei.tohoku.ac.jp/IFIP-TC1/>

In absence of the TC1 Chair Mr Ito, **Mr von Solms** reported that the current TC1 Chair's term will end at the end of 2005. Since he has no intention of being re-elected, he had asked to form a panel for election of the next TC1 Chair. The proposal for the panel had been approved. The panel Chair had started his initiative

for the election so as to have an electronic voting in mid-June. The electronic voting will be conducted by the IFIP Secretariat.

Forthcoming business meetings:

TC1	Jun 30 th , 2005	Chicago, USA
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4.4.3 TC 2 Software: Theory and Practice

URL: <http://www.ifip-tc2.org>

Forthcoming business meetings:

TC2	Jun 24 th , 2005	Bruges, Belgium
WG2.1	May 22 nd - 26 th , 2005	Northern California, USA
WG2.2	Aug 30 th - Sep 3 rd , 2005	Skagen, Denmark
WG2.3	Jun 6 th - 10 th , 2005	Niagara Falls, USA
WG2.6	Jun 22 nd - 23 rd , 2005	Ghent, Belgium
WG2.7	Apr 8 th - 10 th , 2005	Portland, USA

4.4.4 TC 3 Education

URL: <http://www.edu.ge.ch/cptic/prospective/projets/ifip/>

Forthcoming business meetings:

TC3	Jul 2 nd - 3 rd , 2005	Cape Town, South Africa
WG3.1	Jul 2 nd - 3 rd , 2005	Cape Town, South Africa

4.4.5 TC 5 Information Technology Application

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

TA approved the change of the current TC title from Computer Applications in Technology to Information Technology Application.

Forthcoming business meetings:

TC5	Jun 11 th - 13 th , 2005	Glasgow, UK
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4.4.6 TC 6 Communication Systems

URL: <http://www.ifip.tu-graz.ac.at/TC6/>

Forthcoming business meetings:

TC6	May 7 th - 8 th , 2005	Toronto, Canada
	Oct 29 th - 30 th , 2005	Wroclaw, Poland

4.4.7 TC 7 System Modelling and Optimization

URL: <http://www.math.Virginia.EDU/~ifip>

Forthcoming business meetings:

TC7	Jul 17 th - 22 nd , 2005	Torino, Italy
WG7.1	Jul 17 th - 22 nd , 2005	Torino, Italy
WG7.2	Jul 17 th - 22 nd , 2005	Torino, Italy
WG7.3	Oct 3 rd - 7 th , 2005	Juan la Pins
WG7.5	Jul 17 th - 22 nd , 2005	Torino, Italy

4.4.8 TC 8 Information Systems

URL: <http://ifiptc8.itu.dk>

Forthcoming business meetings:

TC8	Jun 11 th - 12 th , 2005	Guimaraes, Portugal
WG8.5	Aug 22 nd - 26 th , 2005	Copenhagen, Denmark

4.4.9 TC 9 Relationship Between Computers and Society

URL: http://www.info.fundp.ac.be/~jbl/IFIP_tc9/index.html

Forthcoming business meetings:

WG9.2	Jun 26 th , 2005	Turku, Finland
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WG9.3	Apr 16 th , 2005	York, UK
WG9.4	May 25 th – 28 th , 2005	Abuja, Nigeria
WG9.6	Apr 30 th , 2005	Bratislava, Slovakia
WG9.7	Jun 4 th – 5 th , 2005	Warsaw, Poland
WG9.8	Oct 4 th – 5 th , 2005	Ankara, Turkey

4.4.10 TC 10 Computer Systems Technology

URL: <http://www.upb.de/cs/ag/-ammig/TC10-Webpages/membertc10.htm>

Forthcoming business meetings:

WG10.4	Jul 1 st – 5 th , 2005	Yokohama, Japan
WG10.5	Mar 7 th , 2005	Munich, Germany

4.4.11 TC 11 Security and Protection in IP Systems

URL: <http://www.ifip.tu-graz.ac.at/TC11/>

Forthcoming business meetings:

TC11	May 29 th , 2005	Chiba, Japan
TC11	Sep 19 th – 21 st , 2005	Salzburg, Austria
TC11	Oct 26 th – 28 th , 2005	Poznan, Poland
WG11.3	Aug 7 th – 10 th , 2005	Storrs, Connecticut, USA
WG11.8	May 18 th – 20 th , 2005	Moscow, Russia

4.4.12 TC 12 Artificial Intelligence

URL: <http://www.ifitc12.org/>

Forthcoming business meetings:

TC12	Sep 7 th – 9 th , 2005	Beijing, China
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4.4.13 SG 16 Specialist Group on Entertainment Computing

URL:

Forthcoming business meetings:

SG16	Jun 15 th – 17 th , 2005	Valencia, Spain
Wg16.2	Jun 13 th – 19 th , 2005	Osaka, Japan
WG16.3	May 11 th , 2005	Leiden, Netherlands

4.5 Congresses and Major Events

4.5.1 Conference Strategy

Mr Johnson reported that the pattern of major IFIP conferences was discussed at GA 2004 in Toulouse. It was agreed to hold an electronic forum but in the event this was only set up recently and, at the time of Council, he reported that there were only two contributions which cannot be thought “statistically significant”.

The discussion at GA and in the electronic forum has identified a number of fixed points:

- WITFOR should continue on a two-year sequence in odd numbered years
- WCC 2006 is being held in Chile
- 2010 will be IFIP’s 50th anniversary and it is anticipated that GA will wish to mark this with a major Congress probably in the WCC series.

It follows that over the next five years there is only one open issue – that is whether to hold a World Congress in 2008.

In order for the successful bidder to have a full three years to prepare, GA 2004 gave Council 2005 authority to issue an invitation to member societies to bid for 2008. To comply with IFIP rules that the selection is made at a GA, Council 2004 would need to agree to invite bids for 2008.

The Secretariat has received several enquiries already indicating interest in hosting the event.

Council AGREED to hold a World Congress in 2008.

Council AGREED with one abstention to invite bids with the successful bidder to be selected at GA 2005.

4.5.2 WCC 2002

See President's report item 1.

4.5.3 WCC2004

The President presented the WCC 2004 report. (Full report is available on the web site at <http://www.ifip.or.at/minutes/c2005.htm>.) He reported that WCC 2004 was an excellent scientific and organisational success. From the financial result it was less positive with a reported loss by the hosts of €279K. The possible reasons for the loss were discussed in the Congress Steering Committee (see report).

4.5.4 WCC 2006

Mr Solar as Chair of the Organising Committee reported on the progress of WCC 2006 in Santiago de Chile. He was pleased to report that TC2, TC3, TC6, TC8, TC10, TC11, TC12 and TC13 are involved. He reported that a new budget had been created with a maximum expense of \$300K. His presentation is available at <http://www.ifip.or.at/minutes/c2005.htm>.

Mr Puigjaner (Chair of IPC WCC 2006) presented a compressed timetable for the steps leading up to the event. He reminded the TC Chairs of the information that will be needed very soon to organise the conferences. His presentation is available at <http://www.ifip.or.at/minutes/c2005.htm>

4.5.5 WITFOR 2005

Mr Khakhar reported on the excellent preparations for WITFOR 2005 which is being hosted by the government of Botswana. Given the very positive situation regarding sponsoring it has been decided that there will be no registration fee for the maximum of 700 expected attendees for WITFOR. The Organising Committee will look carefully at the justification of the applicants to keep the number at within the 700 limit. He informed Council that a new web site for the event is under development.

4.6 Standing Committee Reports

4.6.1 Congress Steering Committee

Mr Brunnstein presented his report as Chairman of the Congress Steering Committee. Mr Brunnstein, Mr Dundler, Mr Engel, Mr Johnson, Mr Puigjaner, Mr Rammig, Mr Reis, Mr Solar, and Mr von Solms attended.

During this first session of the newly established Congress Steering Committee (CSC), the mission of CSC, experience from the last WCCs in Montreal and Toulouse, the status of WCC-2006 in Santiago as well as strategic discussion and plans for future WCCs were discussed.

Concerning **WCC-2002 (Montreal)**, **Mr Brunnstein** summarized the basic problems which led to serious financial problems and finally to the bankruptcy of the congress organizing company. Very recently, the bankruptcy case had been legally closed by the related Canadian court, and active IFIP members (speakers, stream chairs) will receive ex-gratia payments equivalent to any unpaid sums for travel and accommodation expenses very soon.

Concerning **WCC-2004**, **Mr Brunnstein** summarized – in the absence of the OC-2004 Chair Mr Laprie – that the congress was a scientific, cultural and social success but ended with a significant financial loss by the hosts (approximately €300K, with a suggested contribution from IFIP of €10K which reduces IFIPs guaranteed income from €38.4K€ to €28,4K). Figures from the OC report show that the number of participants (1001, not including 218 exhibitors and 21 journalists) were significantly lower than budgeted (1300); out of these, 489 registered for Congress with full fee and 148 registered only for one day (a category which was not included in early plans).

Issues raised during the committee's discussion of the financial loss of WCC-2004, included that the topical day was regarded not only as source of financial loss but also of potential competition with related streams of overlapping content although the focus of topical days could be an advantage if properly organized. The exhibition which contributed little to income was also discussed, noting the financial problems of IT related exhibitions. In case where 1-day tickets seemed advisable, the related fee should be significantly higher than 50% of the fee for the total Congress (such that 2 single day fees cost more than 1 Congress fee). As the cost of social events (€213K) was equivalent to $\frac{2}{3}$ of the loss, it suggested such cost should be covered separately (although the importance of social side of WCCs should not be underestimated).

Concerning **WCC-2006**, **Mr Solar** (OC-2006 chair) reported that a new budget had been developed with a maximum expense of \$300,000K. With fees for under/postgraduate students (\$100/250) and full paying registrants (\$500), the break even point will be reached at 800 participants. This goal is regarded as realistic as CLEI's annual conferences have about 700+ participants. There will be no 1-day registration, but social events (which are significantly less costly in Chile and make up about 5% of fee) will be included.

Concerning **future events**, the strategic debate which just started should address the mission and structure as well as time pattern of IFIP "big events" WCC, WITFOR and WCCE. While this will need some time, EB proposed to Council that 2010 should be a "big event" of (possibly) new structure. Several member societies have expressed interest in bidding for WCC-2008. CSC agrees that Council shall invite bids for WCC-2008 immediately after Council, with location to be decided in GA-2005.

Council AGREED.

4.6.2 Member Society Relations Committee

Mr Brunnstein presented his report as Chairman of the Member Society Relations Committee. Mr Brunnstein, Mr Dundler, Mr Engel, Mr Karunaratne, Mr Khakhar, Mr

Kim, Mr Reis, Mr Turner and as guest Mr Hennage (IEEE Executive Director) attended.

During this first session of the newly established Member Societies Relation Committee, questions of the status and quality of mutual understanding and flows of information and communication between IFIP and member societies were addressed. Although such relations are two-sided (“do ut des”, “give and you will get”), MS representatives often complain about IFIP, whereas, IFIPers often complain about missing MS support. In discussions between MS and IFIP, two extreme positions can be observed such as (somewhat drastically):

- Position one: IFIP does not give sufficient (if at all) back for what we have paid.
- Position two: IFIP cannot give when MS don't specify what would be useful.

While none of the participants took such extreme position, it became evident that information flows between MS and IFIP work only in a few areas such as (from IFIP) requests for nominations and invitations to MS forum. Consequently, these MS have no further information to send to their members, so only very few members of a MS know what IFIP is. (It was reported only 1% of IEEE CS members know IFIP). This has consequences for IFIPs (in)visibility. On the other side, one can only get information when one is willing to actively request or support information.

Moreover, there seems to be a lack of a common understanding of the joint role of IT societies in the present world. In the developing Information Society (IS) - or Knowledge Society (KS) - where many areas are influenced by Information and Communication Technologies and everybody's life is affected, a common role of IT societies could be to offer expertise, orientation and advice on the following levels:

- on national level (MS): addressing individuals, enterprises, government, parliament, institutions and organizations;
- on regional level (such as South East Asia, Europe, South East Europe, Latin America): addressing regional organizations (EU ...);
- on global level (IFIP): addressing UN organizations, cooperation with international organizations;
- joint mission: assistance, advice, support on the advance of the IS (KS).

In such a model, organizations on each level cooperate on the same level and with those on other levels through mutual (bi-directional) information flows. For example, on the national (MS) level, this may be achieved by joint agreements. It was reported that there were Memoranda of Understanding (MoU) between Korea and Japan and between IEEE and Korea as basis for close cooperation. IEEE-CS has multiple agreements with national societies. Co-organising events and exchanging speakers created personal contacts which help to install and maintain such relations. Among many more examples within and between all levels, information exchange may come from one's own initiative. Particular ideas included proactive presentation, offering attractive products such as sustainable development, offering attractive products such as IFIP Academy, mediating courses from MS to MS and, upon request, information push/pull mechanisms. In a changing world, business models also need to change.

Applying such ideas to IFIPs Information and Communication facilities, there was general agreement that IFIP's current website cannot support such information flows. Indeed, IFIP's website structure (independent of its technical age) must be renovated to become an IFIP Portal, as the interface between IFIP, its TCs and WGs, IFIP member societies and the interested public. With this portal's (navigational and

orientational) help, material at some MS can be made available to other MS but also new projects can be started and mediated such as international analysis of e-voting requirements and standards, course delivery and development of standards.

Consequently, the development of an IFIP Portal which addresses also Member Societies, is more than a technical tool (as access provider), but it opens new perspectives for communication and cooperation, with positive effects for IFIP's profile and visibility.

Despite the rather general nature of the debate, several practical suggestions were made:

- IFIP should consider delivering courses prepared by some MS to other MS (e.g. in some sort of franchising);
- Joint initiative for cooperating Digital Libraries (ACM, IEEE, IFIP/SSBM);
- Development of a reward program with broader visibility;
- Establishing a list of MS working bodies working in similar areas as IFIP TCs/WGs/SG.

In order to continue this discourse with more information, the **President** will contact Member Societies with questions regarding their requests and suggestions for improved information flow between IFIP and MS. Presidents of MS should be invited to a meeting at GA-2005 (**Mr Khakhar**: possibly also to a dedicated panel at WITFOR-2005) to intensify discussions about improved information flows between MS and IFIP.

Council AGREED.

Mr Rammig asked, as IFIP sells different kind of products, does IFIP really match the requirements of our member societies?

Mr Johnson noted that a management of customer relationship to MS does not exist.

Mr Olling commented that IFIP has to find out the perceived value to the customer and then to deliver the product. There is a strong need for ACTIVE customer representatives in the TCs.

Mr Granado noted that IFIP is in a privileged situation, because the representatives of the societies are available. This contact should be used more actively. The only thing IFIP needs is a common vision of IFIP. IFIP could play the role of a trader to distribute products / ideas between its MS.

According to the changing world and the quick evolution of the information society in one part and observing among several points of the agenda the necessity to formulate an IFIP Strategy on the other hand, after some solicitations of several Council members, the **Chairman** proposed the creation of a **Task Force (TF) to elaborate for the next GA a paper with propositions on revised strategy for IFIP** taking in account also the needs exposed in the Members Forum at GA - i.e. namely reinforcing the work for and with the National Societies).

This Task Force "**Strategy for IFIP**" is composed of Mr Strous, Mr Olling and Mr Morel. The Chairman will join the Task Force and the head of this Task Force is conducted by Mr Morel.

Council AGREED.

4.6.3 Publications Committee

Mr Turner, Chair of the Publications Committee, gave his report. The following members were present: Mr Turner (Chair), Mr Engel, Mr Frisiani, Mr Johnson, Mr. Olling, Mr. Dundler. There were apologies from Mr Wibe and Mr Meersman. As visitors Ms Evans (Publisher's representative) and Mr Spaniol attended.

There was an extended discussion regarding the upcoming new electronic IFIP series, which will be launched as a journal series containing all of the IFIP content. This will replace the current e-book mechanism on SpringerLink and will provide access on an article basis. The Publications Committee encouraged the publisher to pursue links to access to this content from other computing digital libraries such as the ACM and IEEE-CS digital libraries.

An Editorial Board for the new e-journal would facilitate the marketing of the journal. The PC recommends that the members of the Publications Committee and the other TC Chairs who do not wish to be excluded be designated as the initial Editorial Board, and that this mechanism for determining the composition of the Board continue until changed by the IFIP GA or Council.

A written proposal of the plans for the new journal was requested from the publisher. Discussions and possible negotiations may continue after receiving this proposal.

Potential TC-6 journal. There was a brief discussion of a possible new journal from TC-6. The impetus for the journal is in the early stages, and much work remains to be done before it can be considered for approval. The Committee encouraged this work to continue if there is enough support within TC-6 to establish and maintain the journal. The publisher was requested to keep the TC-6 Chair and the PC Chair informed of further developments.

IFIP Information Bulletin: Various aspects of the IFIP Information Bulletin were discussed. A good electronic version may be sufficient to alleviate the need for a printed version, but a small printed summary (reproduced at low cost) might be useful. Some additional information, such as full names and additional contact information would be helpful. The Head of Secretariat and PC Chair will develop a proposal for further consideration.

Publication of selected papers from IFIP conferences in a non-IFIP journal. The procedures for doing this were discussed at the request of a TC Chair. If a paper for the journal is an extension of the original paper, then it is up to the journal to determine (through its normal review process) whether the paper is substantially different from the original and acceptable for publication. If a journal wishes to publish a paper from a proceedings book intact, then permission is required from IFIP (for the copyright) and from the publisher. A single request to IFIP should be made, and IFIP will handle both the copyright decision and the permission from the publisher.

Issues related to publications in jointly-sponsored conferences. There was insufficient time for a complete discussion of these issues, but it was determined that clear general policies on jointly-sponsored conferences were needed before addressing the publication issues (copyright ownership, inclusion in non-IFIP digital libraries, and royalties to IFIP). The PC Chair will work with the Activities Management Board and will determine the existing policies. Work will continue on these issues.

Recommendations

The Publications Committee recommends that the initial Editorial Board for the new electronic journal of IFIP publications consist of all members of the Publications Committee and the other TC Chairs who do not elect to be excluded. The Editorial Board membership will continue to be determined in this manner until it is changed by the IFIP GA or IFIP Council.

Council APPROVED unanimously.

Ms Evans gave her Publisher report.

(Full report available at <http://www.ifip.or.at/minutes/c2005.htm>).

Merger News and IFIP

Over the course of 2004, the actual merging of KAP and Springer-Verlag took place. Most important to the IFIP community is the housing of the main IFIP series and those titles published as part of LNCS under the same publishing roof.

IFIP still has one point of contact, Jennifer Evans, Publishing Director Americas. As the official IFIP publisher since 1998, SSBM remain committed to IFIP's publication program and will continue to work hard for IFIP. Yana Lambert is back at work but in a different capacity, and will no longer handle the IFIP program. Although Yana will be missed, the good news for IFIP is the recognition that the program is significant enough to be managed at the Director level. Yana did an excellent job for the IFIP community, and developed good relationships with many of you.

There is some confusion in the IFIP community about the relationship between the main series and LNCS. Some conference organizers assume that since the company is name Springer, their work will appear in LNCS. The relationship between the two series needs to be communicated to the IFIP community.

Production efficiencies have already allowed for better services to authors.

Accounting and fulfillment consolidations have caused some hiccups in service to IFIP. The shipping problems have been remedied—IFIP pre-conference titles ship directly from the bindery.

2004 Sales Overview

2004 sales reflects a very uneven product output; 6 titles in the first six months, followed by 14 WCC titles in July, followed by 14 titles in the second half of the year. The revenue from individual sales of much of 2004 will not be seen until 2005.

SSBM published 34 books against a budget of 31. Bulk sales are decreasing.

Summary of Books Published, Revenues, and Royalties — 2004:

	<i>USD</i>	<i>Euro</i>	<i>New Books</i>
<i>January—June 2002</i>	<i>\$218,871.18</i>	<i>€244,763.70</i>	<i>8</i>
<i>July—December 2002</i>	<i>\$414,840.22</i>	<i>€418,615.27</i>	<i>23</i>
<i>January—June 2003</i>	<i>\$449,935.03</i>	<i>€408,271.11</i>	<i>13</i>
<i>July—December 2003</i>	<i>\$287,117.00</i>	<i>€248,557.00</i>	<i>8</i>
<i>January—June 2004</i>	<i>\$122,224.00</i>	<i>€99,099.00</i>	<i>6</i>
<i>July—December 2004</i>	<i>\$406,789.89</i>	<i>€324,486.37</i>	<i>28</i>

Sales of the 28 titles published in the last six months of 2004 totalled over €320K.

Total year-end revenue exceeds €423,000.

Bulk sales accounted for about half of 2004 revenue.

Royalties due IFIP total €55,324.94 for the second half of 2004.

Projection – 2005

Currently 10 books are published or in production for 2005, against a budget of 25. The publishing year ends in August—so all books to be published in 2005 must be in house by August.

The decreased bulk sale prices according to the new contract will affect revenue. Also, at IFIP's request, we have (modestly) decreased list prices.

Nevertheless, good sales in the first half of 2005 is expected due to the robust product output in 2004.

IFIP "Digital Labrary" = Online Bookseries

As promised, SSBM is launching the IFIP digital library – termed differently so as not to be confused with the ACM Digital Library.

SSBM plans to supplement the existing print book series with an online series carrying the same content. The added value of the online series is its e-functionality (for users) and its tenure value (for contributors).

In addition to the present print practice, which would continue, the content would be added to SpringerLink. A new series (with ISSN), consisting of 20 volumes annually, would be announced to the library market. Twenty volumes/year is a conservative estimate to ensure zero slippage.

Marketing

Since the last meeting, activities include:

- 100-book summer sale
- Pushed at Frankfurt, the publishing industry's biggest annual event, so lots of exposure to prestigious sales reps and buyers
- Review copies to ACM and IEEE
- Each book promoted in Springer News, which is mailed to over 4000 libraries worldwide
- Promoted on the web site, www.springeronline.com
- Promoted at cross-disciplinary conferences such as education, electrical engineering, management science, etc.

Production

The proper link for the style files is:

http://www.wkap.nl/subjects/single_column_proceedings_vol

Education and Information Technologies

The Journal is running on schedule in 2005, and was just brought on schedule in 2004. This is a major step for the journal, which has been chronically late, and is important for abstracting and indexing organizations such as ISI.

4.6.4 Activity Management Board

Mr Schlamberger, Chairman of Activity Management Board, gave his report. Mr Schlamberger, Mr Wibe, Mr Stucky and Mr von Solms attended the meeting.

Minutes of the previous meeting

Minutes of the AMB meeting of August 27, 2004, were reviewed. It was noticed that regarding the event form there has been no progress. The matter is intended for discussion during the meeting. The minutes have been adopted.

IFIP Academy

AMB noticed with satisfaction that the proposal to establish a new activity (initially under the name IFIP Summer School), IFIP Academy was accepted and is being acted upon. The first event of the kind will be organized in Brazil by TC9 in 2005 together with Brazilian Computer Society and University of Porto Alegre. The next such event is to be organized by TC2 and will take place in 2006 in South Africa. It has been envisaged that IA is mainly an event of TC so the rules of organization do not apply completely. It is intended for students whether under- or postgraduate and possibly for post-doctoral ones as well. The matter of certificates was discussed; as it is not defined what is their function and of what use they would be to the bearer, AMB did not oppose to the idea but did not take any particular view on that and decided to leave the issue to the understanding of organizers and expectations of attendants. The question of the fee was also discussed; AMB members were informed of 10€ (discussed during EC meeting on the previous day) and a proposal to lower it to 2€ (as was recommended by TA the same day). As the latter figure brings no benefits and considering the orientation that the event be non-profitable, AMB agrees with a fee anywhere between €0 and €10, and leaves the decision to organizers. As the paper prepared by Mr Schlamberger was the only one so far, it was agreed that AMB will invite comments and views on the initial paper before GA 2005 and AMB will elaborate the idea further based upon Brazil 2005 experience and inputs.

Council AGREED.

IFIP Event Form

The event form is seen as complicated and hard to understand (despite the instructions). At least one TC chair has pointed at an arithmetical error regarding break even the number of participants and suggested to simplify it. It should be more easily available and possibly also supported by event organizing software as discussed during previous AMB meetings. Possibly there are other views that support such view. Although it has been discussed previously, nothing has been done so far. AMB will prepare a draft of the event form for GA 2006 to adapt.

Council AGREED.

The future of WCC

AMB discussed the article of Mr Schlamberger on the future of IFIP WCCs. The background is that discussions about WCCs have been taking place pointing out various problems but no strategic consideration has been made. No particular comments were expected as this was a room paper. It has been agreed that the article will be distributed to AMB members for comments and also to provide any kind of inputs for further elaboration and improvements.

AOB

It has been noticed that there is no deliberate procedure on how to process event forms. The event facilitator does her best but has to be given clear guidelines about the process that must necessarily include both AMB and Treasurer. AMB will propose draft guidelines by GA2005.

Council AGREED.

4.6.5 Developing Countries Support Committee

Mr Khakhar gave a brief report from the committee. He was pleased to inform on the excellent progress on WITFOR 2005 reported in Minute 4.5.5.

Mr Khakhar reported on the IFIP Sustainable Development Programme (SDP). A proposal has been distributed by him in January 2005 to DCSC, EB and TC Chairs. The proposal received an expressively positive response.

Sustainable Development Programme (SDP) is an IFIP-founded programme. The aim is to offer young IT professionals and scholars the opportunity of building up their knowledge of developing countries and development issues. The programme also aims at promoting internationalization education by organisations in developing countries.

The committee revised and enhanced the draft and discussed the methods of implementation and administration. DCSC will further work on the draft and will distribute a revised proposal to GA and member societies for comments and suggestions. It is planned to submit a full proposal to IFIP General Assembly 2005 for approval.

Council ACCEPTED the report.

4.6.6 Marketing Committee

In the absence of MC Chair, Mr Laprie, the President asked Mr Schlamberger to conduct the meeting. The MC members agreed.

Mr Schlamberger gave the Marketing Committee report. Mr Schlamberger, Mr Wibe, Mr Reis, Mr Brady and Mr Morel attended the meeting.

IFIP logo

It has been noticed with satisfaction that the new logo is now implemented.

IFIP poster

During the previous meeting it has been agreed that minor adjustments would be made and distributed to MC members for final inspection. Posters should be exposed at IFIP events (TC, WG conferences) and should be available in electronic form to be printed as required. The posters in their final form have not been seen by MC.

Reactivation of the newsletter

An important function of the newsletter is that it shows vitality of IFIP to the constituency and general public. Presently the editing of the Newsletter is another responsibility of Mr Dundler. There are also TCs that operate their own newsletters. TC3, one of them that has tried to restart, found no editor. It has been agreed that

- the newsletter should appear at least quarterly
- it must be available in electronic form, to be printed as required
- it should be edited professionally for which journalists should be engaged
- possibly the effort of editing the IFIP and TC newsletters could be combined
- possibly SSBM could collaborate.

IFIP Secretariat should explore the above possibilities and provide further input to MC.

IFIP web site

The web site should be reviewed, updated, and modernized. The web site should be reconstructed so that there would be two different contents, one for visitors from "outside" and one for insiders where all relevant and necessary information would be available (e.g. event forms, statutes and bylaws etc.). Software is available where outdated information is deleted automatically and editors are prompted to update the content. It was seen by MC that the matter is urgent and that the new image of the web site should be implemented before GA 2005.

MC proposed that IFIP Secretariat should find a provider to modernize the web site.

Other

It has been felt that fast and more frequent updating is needed on the web.

One proposal was to make all TC web sites accessible from one point and that the layout of all is the same (same structure and branding) which would make finding information easier.

It has been noticed that in publications where names are included only initials of given names are used which may in some cases complicate communication.

Council ACCPTED the report.

4.6.7 Admissions Committee

Mr Kim informed Council that IFIP has received an application from APDSI, which will take over the membership of the defunct API in Portugal.

IFIP also received an application from Zambia.

It was noted that Argentina will transfer to Corresponding and CLEI will transfer to Full member.

These applications will be considered by Admission Committee at GA 2005.

4.6.8 UN Liaison

With personal regret **Mr Brunstein** reported that he had to inform Council that Mr Bollerslev resigned from the task as UNESCO-IFIP liaison officer shortly after GA-2004, for personal reasons (as from other offices). IFIP very much appreciated the amount of work and efforts which Past President Bollerslev had invested into making these relations valuable for IFIP. Due to his good contacts with UNESCO, several important joint UNESCO-IFIP projects have been pursued, esp. including Informatics curricula and support of Developing Countries with educational IT methods. One of his last successful missions was to assist in preparing a contract for cooperation between TC-3 and UNESCO's Institute for IT in Education (IITE) in Moscow. This was signed in 2004 and guarantees a long-term cooperation between TC-3 and UNESCO. He expressed his sincere thanks to Past President Bollerslev for his work.

In the meantime, liaison with UNESCO and other UN organizations has been handled by Mr Khakhar and the President. Due to his active work on WITFOR, Mr Khakhar maintains good relations with UNESCO and other UN organizations (WorldBank and others) esp. related to WITFOR-2005. He will also support UNESCO's contribution in the "World Summit on Information Society (Phase II)" where the "Gaborone Declaration" is supposed to be presented in a plenary session (as was "Vilnius Declaration" was presented in WSIS-2003).

Concerning UNESCO, IFIP will support a conference "Past, Present and Future of Research in the Information Society" co-sponsored by several UNESCO-affiliated organizations such as ICSU, IFIP, World Federation of Engineering Council, as well as National Research Foundations of USA (NSF), South Africa and China (NNSF-China). IFIP will contribute selected presentations in 2 sessions, with themes covering Ethics of the Information Society, Education, Development as well as Security, and a presentation of the "Gaborone Declaration".

4.7 AOB

Mr. Stucky, representative of CEPIS, presented the CEPIS report (Presentation is available at <http://www.ifip.or.at/minutes/c2005.htm>).

Mr Morel presented the "Conference Management System", which is already in use by TC3. (Presentation is available at <http://www.ifip.or.at/minutes/c2005.htm>).

4.8 Future Meetings

2005	GA	September 2 nd – 5 th 2005 Gaborone, Botswana following WITFOR 2005
2006	Council GA	March 2 nd – 5 th 2006 Palma, Mallorca, Spain August 26 th – 29 th 2006 Santiago, Chile following WCC 2006
2007	Council GA	March, Open for Invitations September (potentially following WITFOR 2007)
2008	Council GA	March, Open for Invitations September (potentially following WCC 2008)

4.9 Closing of Meeting

The President closed the meeting by again thanking the hosts for their hospitality and everyone present for their contributions.

He wished everyone a safe journey home and declared the meeting adjourned.