

Minutes of the Council Meeting

Mar 4th – Mar 5th, 2006 Palma de Mallorca, Spain

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1 EXECUTIVE SUMMARY

IFIP Council Mar 4th/Mar 5th, 2006 Palma de Mallorca, Spain

WSIS 2005 in Tunis / UNESCO

The Gaborone Declaration summarizing suggestions of WITFOR 2005 commissions and plenary discussions was officially tabled by the Botswana UNESCO delegation. In a pre-conference of WSIS IFIP organized one session about WITFOR (with a presentation by Mr Khakhar) and a second session devoted to aspects of security and Internet Governance (presentation by Mr Brunnstein).

WCC 2006

Progress is according the plan. IPC has received 410 papers. IPC meeting planned for April 1st/2nd.

WCC 2008

Ideas for the congress including planned sessions were presented. OC is working to bring the break even below 800 attendees; but the aim is to have 1.000 attendees.

WITFOR 2005

WITFOR 2005 has been a great success. The financial accounts have not been finalized yet, but will be presented at GA 2006.

IFIP Strategy plan

A draft document about IFIP's future strategy has been discussed between the members of the task force and EB. The final version of the IFIP Strategy Plan will be tabled at GA 2006 for discussion and acceptance.

Secretariat

Ms Brauneis has taken over the responsibilities as an Event Facilitator in addition to her previous work on a full time basis. Ms Smith is working successful on alternate days.

New IFIP web site

IFIP web site is currently being redesigned by a contracted company (Sweden) with the help of Mr Khakhar.

Finance

The Treasurer reported that 2005 ended up with a surplus of 467,645 EUR (budget was 51K EUR). This was mainly caused through a significant increase in Royalties from Publications and Proceeds from Activities.

Event Request Form

Draft of a simplified and splitted up version have been reviewed and discussed in AMB. After consultation of TA and the Secretariat a proposal will be made to GA 2006.

Publications

Springer provided a free-to-read access to IFIP papers on SpringerLink. This access will remain at least through 2006. A decision on whether to market the IFIP electronic package for sale will be made later. A flyer advertising the free access has been made available from Springer.

IFIP Digital Library

A related Task Force started its work after GA 2005. An "IFIP Digital Archive" will be established in order to safeguard the long-time availability of papers of events; this service will be operated by the IFIP secretariat. For an "IFIP Digital Repository" as a basic step to a full "IFIP Digital Library" an outsourcing partner will be sought.

Technical Issues

Technical Assembly approved the upgrading of the SIG Computer Aided Innovation to WG level (WG5.4). TA Approved the establishment of the TC-5 Fellow and also the establishment of the IFIP TC-5 outstanding young professional award. Establishment of a new working group 11.10 on Critical Infrastructure Protection approved.

2 ACTION LIST

IFIP Council Mar 4th/Mar 5th, 2006 Palma de Mallorca, Spain

Task	Person / Body
Publications:	
○ Present proposal for a "IFIP Digital Archive" to EB (June 2006)	Secretariat
○ Agree on date with Springer to discuss technical take over of papers in archive	J.Turner
○ Pursue ways to establish the "IFIP Digital Repository" (incl. outsourcing possibilities)	DL task force / J.Turner
○ Distribution of SpringerLink flyer to IFIP community	Secretariat
○ Prepare report and recommendations relative to publications pricing and royalty distribution	J.Turner
IFIP Strategy Plan:	
○ Organize meeting in May /June 2006	R.Johnson
○ Prepare paper to be tabled at GA 2006	Strat Task Force
Finances:	
○ Analysis income from Royalties and Proceeds from Activities	TA / PC / FC
○ New formula for distribution of congress fees	FC
Event Request Form:	
○ Preparation of proposal for GA 2006	AMB
New IFIP Web Site:	
○ Check contractor's work and present proposal to EB (June 2006)	Secretariat
Marketing:	
○ Updating and harmonizing IFIP PP-Presentation	MC
○ Revision of marketing guidelines for event organizers	MC

3 ATTENDANCE LIST

IFIP Council Mar 4th/Mar 5th, 2006 Palma de Mallorca, Spain

Council

C Avram	Trustee
K Brunnstein	President
G Engel	Trustee
A Frisiani	Trustee
J Granado	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

TC Chairs

M Hinchey	TC 1
R Meersman	TC 2
J Wibe	TC 3
G Olling	TC 5
O Spaniol	TC 6
J Henry (Vice Chair)	TC 7
D Roode	TC 8
C Avgerou	TC 9
F Rammig	TC 10
L Strous	TC 11
M Bramer	TC 12
A Pejtersen	TC 13

Affiliate

W Stucky	CEPIS
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Observers

W Grafendorfer	Austria
R Puigjaner	WCC2006 IPC Chair
M Solar	WCC2006 OC Chair
G Occhini	WCC2008
I de Lotto	WCC2008
J Evans	Springer SBM
A Brais	Springer SBM

Secretariat

E Dundler	IFIP Secretariat
B Brauneis	IFIP Secretariat

Apologies

D Brady	Trustee
I Lasiecka	TC 7
R Nakatsu	SG 16

4 COUNCIL MEETING

IFIP Council Mar 4th/Mar 5th, 2006 Palma de Mallorca, Spain

4.1 Call Meeting to Order

The President opened the Council meeting and welcomed all participants. He conveyed his appreciation to Mr Ramon Puigjaner and ATI for the meeting arrangements and warm hospitality. **The President** thanked especially the Vice President of the University (UIB) Mr Francisci Munoz for hosting the IFIP Council.

The President welcomed Mr Avram in his new function as Trustee and Mrs Brauneis in her new function as Event Facilitator working in the Secretariat at her first Council meeting.

4.2 Attendance and Apologies

The Secretary announced the Council attendance and apologies received (please refer to the attendance list). Ms I Lasiecka (TC7), Mr R Nakatsu (SG16) and Mr Brady (Trustee) had sent their apologies. TC7 was represented by the Vice Chair Mr Henry.

4.3 Business Matters

4.3.1 Approval of Agenda

Council unanimously **ADOPTED** the Agenda.

4.3.2 President's Report

The President covered in his report the following main issues:

- From WITFOR-2005 and World Summit of Information Society Phase II (WSIS-2005) to new activities
- Publications: developing a new dimension of digital services: IFIP Digital Archive and IFIP Digital Repository
- IFIP Strategy Plan: Preparing the IFIP Strategy Plan for discussions and acceptance in GA-2005.

From WITFOR-2005 and World Summit of Information Society Phase II (WSIS-2005) to new activities

The President reported that IFIP's motto, namely acting as "the leading edge in Information Technologies", was further filled with life in several events in 2005. Addressing issues of Developing Countries, results from WITFOR-2005 were presented at United Nation's "**World Summit on Information Society, Phase II**" (**WSIS-2005**) in Tunis (November 2005). As a preconference, IFIP co-organised, together with Hewlett-Packard and a group of technical and Social Science organisations, the conference "**Past, Present and Future of Research in the Information Society**" (**PPF**). In this event, IFIP organised two sessions, one of which was devoted to WITFOR (with a presentation by Prof. Khakhar), and a second session devoted to aspects of security and Internet Governance (a key issue discussed controversially at WSIS). Post event proceedings of this event (published

by Springer under a special contract) will include a 10-page summary of each of the two IFIP sessions.

The **Gaborone Declaration**, summarizing suggestions by WITFOR 2005 commissions and plenary discussions, was presented at **UNESCO General Conference** (October 2005, Paris) as well as in the **World Summit** (WSIS-2005, November 2005, Tunis) by the representative of the government of Botswana.

In addition, **the President** used IFIP's (NGO) right for an intervention at the UNESCO General Conference (Commission V addressing Information & Communication Technologies) to also report about the **Stellenbosch Declaration** which specifically addressed important issues relevant for education in Developing Countries. The Gaborone Declaration was officially tabled by the Botswana UNESCO delegation and hence included in the official document. In contrast, the Stellenbosch Declaration, also very important for Developing Countries, had no government support and was "only" tabled through IFIP's NGO status. For related events with some relevance for UNESCO, it seems advisable to have UNESCO or some government included in the preparation of such declarations, which may then be brought officially to the attention of the worldwide audience.

In order to implement the suggestions accepted at WSIS-2005 in Tunis, a **coordination meeting of UN organisations** was held in Geneva (end-February 2006). Represented by Leon Strous, IFIP offered its technical expertise in key issues important for development of Information and Knowledge Societies. **The President** reported that several TCs responded positively and will nominate experts in their areas (funds will be available from UN organisations acting as coordinators, such as ITU, UNESCO and others).

Publications: developing a new dimension of digital services: IFIP Digital Archive and IFIP Digital Repository

The President informed Council that IFIP publications developed well since 2005 when the Springer contract started, although some communication problems requested some interventions. With the growing interest in the IFIP community, as specifically addressed by TC and WG chairs, the project "**IFIP Digital Library**" was started under the control of IFIP Publications Committee. A related Task Force started its work soon after GA-2005, and a first draft report was available for discussion at an EB meeting with members of the Task Force mid-December (Goodenough College, London). As a meeting originally planned with Springer experts for late 2005 could not be organised, the Task Force developed a stepwise approach, which will be presented at Council 2006 (with steps A and B1 starting in parallel).

Step A: In order to safeguard the long term (if not permanent) availability of papers from past events, the **IFIP Digital Archive** will be established, which will include all documents (content, papers) of IFIP events; this service will be operated from the IFIP secretariat.

Step B1: Concerning availability of documents from new events, a first and basic step towards an IFIP DL will be established as "**IFIP Digital Repository**" (or IFIP Basic Digital Library). For all IFIP events, not only but mainly including those published under the Springer contract, the content of the event, as well as author names and coordinates (including her/his website), keywords for the paper and an abstract will be available from IFIP DR soon after the event for free access. Full papers will be made available from IFIP DR as soon as the publisher permits free access. An

analysis of the management and technical requirements will be made (since the IFIP secretariat is not able to manage and operate this service, an outsourcing partner will be sought).

Step B2: further steps towards a full IFIP Digital Library to be discussed in due course.

Shortly before Council 2006, Springer representatives agreed to support both projects, but the technical content and processes must still be specified. After due preparation, EB and the Digital Library Task Force plan to finalize details until June 2006, in due time for a final decision of GA-2006.

Although both IFIP Digital Archive and IFIP Digital Repository are only first steps into a full Digital Library architecture, EB regards the work done by the Task Force (chair: Joe Turner) with active support from Technical Committee chairs as a significant improvement of information accessibility in IFIP.

IFIP Strategy Plan: Preparing a Draft IFIP Strategy Plan for discussions and acceptance in GA-2006

The President informed Council that following discussions at Council-2005 (Korea) and GA-2005 (Gaborone), the IFIP Strategy Task Force developed a first collection of arguments and suggestions for an **IFIP Strategy Plan**. The draft document was discussed between members of the Task Force and EB in a meeting mid-December (Goodenough College, London). At this stage, the paper concentrated on the analysis of changes as observed between 1960 – year of IFIP's foundation – and the present. While the market of players in the IT marketplace have changed significantly and developed more complex relationships, IFIP's general statements about its "Mission" as well as "Aims and Scopes" are still valid although needing some enhancements.

The document had been distributed to TC chairs and Council members before Council. The discussion during Council included validation and enhancement of the arguments, and added suggestions for implementation and potential adaptations. Among the questions to be discussed will also be the role of the different classes of IFIP events and products. From the discussions at Council, the Task Force will develop an update of the Draft IFIP Strategy Plan which will be discussed, together with further comments from TCs and GA reps, in a meeting of the Task Force and EB (early summer). The final version of the IFIP Strategy Plan will be tabled at GA-2006 for discussion and acceptance.

Even at this (intermediate) stage, EB regards the work invested from the Task Force (chair: R. Morel) as very helpful. The major work which needs to be done will include suggestions for new ways and means how IFIP and its member societies may jointly achieve the goals as laid out in the Strategy Plan.

Other issues

Among many other important issues which would be discussed at Council under various items of the agenda, **the President** wished to emphasize that the work of TCs, WGs and SGs has continued on a high level of activity.

Finally, **the President** wished to thank the staff of IFIP secretariat esp. including Brigitte Brauneis and Marion Smith (who joined IFIP secretariat after GA-2005) as well as Head of secretariat Eduard Dunder for their excellent and very competent work and support.

4.3.3 Secretary's Report

The Secretary presented his report.

Secretariat

Mr Johnson was very pleased to announce that staffing of the Secretariat is fully restored. As announced to GA 2005 Mrs Brigitte Brauneis, who has worked half-time in the IFIP secretariat for a number of years, has become Event Facilitator on a full-time basis. Following interviews for the half-time post, Mrs Marion Smith, an Austrian national, has been appointed. She is working alternate days. Eduard Dundler reported that this is working very satisfactorily.

The Secretariat remained busy and the staff continued to deliver an excellent service to the IFIP community worldwide. The Secretariat has been busy restructuring the databases in line with decisions at GA.

A major activity has been to prepare the text for the IFIP Bulletin 2006 which will include full individual names and the aims and scopes of WGs. As agreed this has been accommodated by changing the format.

Membership

The Secretary reported that Canada has written asking to change to Corresponding Member. Indonesia has enquired about joining.

Mr Johnson informed Council that at the time of this meeting, the following countries were two years in arrears with their subscription and will not have a vote at GA – Egypt, Lithuania.

The following countries have not yet paid for 2005 – Brazil, Canada, Chile, France, Korea, Nigeria, Zambia, Zimbabwe.

CEPIS Meeting

In January 2006 the IFIP President, Secretary and Head of the Secretariat met with the President and Chief Executive of CEPIS. The meeting was held in CEPIS' new offices in Brussels. A very productive meeting ensued and the minutes can be found at the IFIP web site (<http://www.ifip.org/minutes/c2006/Cepis-Meeting>).

IFIP News

Two issues of IFIP News have been produced since GA 2005 and another issue will appear shortly after Council. Any news of events, publications or other matters of interest for inclusion in *IFIP News* should be sent to the Secretariat. JPEG illustrations are very welcome.

4.3.4 EB Meeting Report

The Secretary reported that EB had met twice since GA 2005, once in December in London and immediately prior to Council. It had discussed several matters already reported in these minutes in the President's and Secretary's report. They included WITFOR and WCC series, IFIP Strategy plan

The Secretary informed Council that EB continued to monitor the financial outturn from WCC2004. A final payment from the Congress organiser had been delayed awaiting an overdue payment of sponsorship from the EU. EB also noted the

concerns of TCs regarding the payments to them following WCC 2004. It noted that this would be discussed further at the Council TA meeting.

At its March meeting, EB saw a first version of the new IFIP web site. It was hoped that TCs' pages would adopt the same template to provide a common "look and feel".

EB agreed to hold an IFIP conference on Professional Skills. This may take the form of a one-day Workshop at WCC 2006.

EB agreed to consult GA members on introducing a Transferable Vote system to provide a fairer electoral system for Officers and Trustees. Details of the proposal will be included in the next issue of *IFIP News*. EB will consider all views submitted to them ahead of GA.

EB had been monitoring developments in Addis Ababa following the security problems in late 2005. In respect to the quorum of GA, EB agreed to hold a ballot at GA 2006 on whether GA members expected to attend GA 2007 in Addis Ababa.

4.3.5 Treasurer's Report

The Treasurer introduced his report.

As usual the report consisted of three parts:

2005 Result to be accepted by Council

2006 Budget to be reviewed by Council

2007 Budget Guidelines to be considered by Council

2005 Result

The 2005 accounts were reviewed in February 2006 in co-operation with IFIP's Auditor in Vienna. **The Treasurer** reported that the 2005 result, after amortisation and depreciation according to approved policies reflected a surplus of 467,645 EUR. The result was much better than the budgeted surplus of 51 K EUR.

Compared with 2004, the 2005 result showed a significant increase in income but slight increase in expenses. The Final Result showed an increase in IFIP's General Fund by 467 K EUR.

Key figures for the last five years are:

<i>(Amounts in K EUR)</i>	<i>2005</i>	<i>2004</i>	<i>2003</i>	<i>2002</i>	<i>2001</i>
<i>Income</i>	739	359	568	76	316
<i>Expenses</i>	271	219	374	264	255
<i>Result</i>	467	140	194	-188	61
<i>Assets</i>	2580	2171	2074	1832	2087
<i>Liabilities</i>	101	157	185	114	164
<i>Funds</i>	2479	2013	1889	1717	1923

Detailed figures were presented. Total income was 739 K EUR, which was significantly higher than budgeted 436 K EUR. This was due to an increase in Royalties from Publications, Proceeds from Activities, and Return on Assets. Income from Return on Assets, managed by UBS London since 1990 reflected a surplus of 268 K EUR, significantly higher than budgeted amount of 103 K EUR. Dues from Members were according to the budget. Royalties from Publications increased by

92K EUR, or 105,2%, to 180 K EUR. Proceeds from Activities include proceeds from TC Events of 124 K EUR, increased by 395,8% compared to 2004. Both Royalties from Publications and Proceeds from Activities were extremely encouraging and should be analysed by Technical Assembly and Publication Committee.

Total expenses were 271 K EUR, or 35,4%, below budget. This was due to savings in expenses, at all levels. All TCs had positive TC Fund balance available for 2005, totalling of 373 K EUR. The Technical Support expenses were 3 K EUR.

The Final Result, after Special Funds Provision, was an increase in IFIP's General Fund by 467 K EUR to 2.087 K EUR.

2006 Budget

The Treasurer reported that the 2006 budget was approved by General Assembly. The 2006 budget implied total income of 406 K EUR and total expenses of 403 K EUR, thus giving a budgeted result of a surplus of 3 K EUR. On the income side Royalties of 77 K EUR were estimated as a tentative figure, which hopefully will be assessed by the Publication Committee after consultation with publishers. Other components of the income consisted of the Dues from members (176 K EUR), Proceeds from Activities (49 K EUR) and Return on Assets (103 K EUR). The Finance Committee was asked to assess the figure for Dues. An assessment by AMB of the proposed modest figure for Proceeds from Activities would be appreciated.

On the expense side, expense for the Administrative Secretariat was estimated to 216 K EUR. Other major expenses were due to funded expenses budgeted by technical committees for technical support and DCSC support. The DCSC support included compensation to developing countries according to the voucher scheme and Sustainable Development Programme (SDP).

2007 Budget Guidelines

In preparing the budget for 2007, the 2005 Actual Result and the 2006 budget approved will be considered. However, **the Treasurer** would appreciate to receive any comments and recommendations of changes in written form as early as possible from the budget holders. He expected to be able to prepare the 2007 budget proposed, prior to the next GA meeting.

Council ACCEPTED the report.

4.3.6 Finance Committee Report

Mr Granado presented the Finance Committee report. As usual the 2005 operations were financially analyzed from three different perspectives:

- IFIP business – far above 2004 (+238% > 2004, +54% > 2003);
- Return on Assets – far above 2004 (+232% > 2004, +90% > 2003);
- Dues from Members – stable.

Removing the "Return on Assets" for the last three years, IFIP's business has strongly increased:

Year	Income	Expenses	Balance	% Dev.
2003	427,083.08	299,105.36	129,977.72	
2004	279,107.51	219,915.22	59,122.29	-54.5 %
2005	471,527.72	271,851.39	199,676.33	+237.7 %

This was mainly due to "Royalties from Publications" (+105 % or +93 K-EUR) and "Proceeds from Activities" (+396 % or +99 K-EUR). The increase on the Income is so high that IFIP should understand if it is incidental or structural. FC will come back with a report at GA 2006.

In spite of tight control on the "Expenses" side of the balance sheet, it increased noticeably last year, as can be seen below:

Year	Expenses	Deviation	% Dev.
2003	374,308.76		
2004	219,915.22	-154,393.54	-41.2 %
2005	271,851.39	+51,936.17	+23.6 %

The increase was mainly due to the following reasons:

Item	2005	2004	Deviation	% Dev.
Adm. Secretariat	158,226	162,273	-4,047	-2.5 %
Adm. Support	30,843	20,624	+10,219	+49.5 %
Tech. Committees	9,514	31,460	+48,054	+152.7 %
Tech. Support	3,269	5,558	-2,289	-41.2 %

The Secretariat costs slightly decreased the Administrative Support and the Technical Committees expenses strongly increased and the Technical Support decreased substantially. The Finance Committee believed that there may be a positive correlation between the activities based expenses and the business improvement. However, IFIP should carefully observe the 2006 evolution.

Considering the "Return on Assets" alone, the 2005 performance was quite above 2004 and far ahead of the budget. The comparison of the "Return on Assets" with the previous two years showed:

Year	Assets	Return	% Return	% Dev.
2003	2,074,289.83	141,469.67	+6.8 %	+148.8 %
2004	2,171,202.77	80,760.30	+3.7 %	- 45.6 %
2005	2,580,108.49	268,154.26	+10.4 %	+281.1 %

The "Securities at Market Value" kept above the booking value and increased their worth:

Year	SMV	SBV	Appr/Depr.	% Ap./Dep.
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 %
2005	2,060,728.13	1,798,631.88	+262,096.25	+14.6 %

The Finance Committee proposed Council to endorse the 2005 actual accounts and to propose it for approval by the next GA.

2006 BUDGET

The FC had examined the 2006 Budget and considered that it stayed in line with the adopted policies and the last GA approval. The control over the “Expenses” was reflected on the budgetary slight decrease. The “Income” was a little bit below the year 2005 budgeted figures. The forecast for the “Return on Assets” and “Royalties from Publications” had conservative forecasts.

FC remembered, once again, its previous advices on investing in new business sources.

Council ACCEPTED the report.

4.4 Congresses and Major Events

4.4.1 WCC 2006

Mr Solar reported on the progress of WCC 2006 in Santiago de Chile. He was pleased to inform that everything is within the plans and fully under control. An IPC meeting is planned for April 1st/2nd. He was also very pleased with the progress of sponsorship. The financial plan has been reviewed by Congress Steering Committee.

Mr Johnson urged the organizers to prepare advertising material for the editors of national magazines.

Mr Puigjaner showed the plans from IPC for the WCC 2006 (details can be found at http://www.ifip.org/minutes/c2006/WCC2006_IPC). Final program will be ready in May 2006.

Mr Brunnstein pointed out that the timetable for the books was so rigid that papers had to be ready before May 30th, 2006. If there was pressure from Springer for an earlier date, he indicated that this was not acceptable to IFIP.

Mr Brunnstein thanked especially Mr Bramer for his effort to advertise the AI stream within WCC 2006.

4.4.2 WCC 2008

WCC 2008 will take place in Milan, Italy from Sunday, Sep 7th, 2006 till Wednesday, Sep 10th, 2006. **Mr Occhini** presented how the logo for the event has been developed (please see <http://www.ifip.org/minutes/c2006/WCC2008.ppt>).

Council ADOPTED the logo.

Mr de Lotto presented the ideas for the congress including location, time plan, and sessions. The intention was not only to address the ICT community, but more the ITC user industry. He promised that advertising material will be made available soon to TCs. From the financial side there would be a breakeven with 1.048 attendees, but

the OC was working to increase the sponsorship and to decrease the prices per book to come to a breakeven below 800 attendees. However, it was the aim to have 1.000 people at the congress in Milan.

Mr Brunstein commented that IFIP would limit the share of a deficit in congresses in the future. WCC 2004 will work on the old agreement. Finance Committee will come up with a new formula for congresses 2006 and later.

4.4.3 WITFOR 2005

Mr Khakhar reported that WITFOR 2005 in Gaborone, Botswana had been a great improvement over the successful start of WITFOR in Vilnius. The financial accounts had not been finalized yet, but will be presented at next GA. Editing of a White Book was in progress.

4.4.4 WITFOR 2007

Mr Khakhar informed Council that WITFOR 2007 in Addis Ababa, Ethiopia would have a similar structure as WITFOR 2005.

Mr Strous informed Council that 8 commissions chaired by 3 co-chairs are planned (similar to WITFOR 2005). All meetings are planned to take place at the UN Conference Centre (this will be the first time that IFIP conferences are on UN premises).

4.5 IFIP Strategy

Mr Johnson presented the results of the meeting of the working party (Full report at <http://www.ifip.org/minutes/c2006/StratRep.pdf>). He outlined briefly the change in IT and the possible consequences to IFIP's mission and to member societies. He also addressed the weak link between WGs and Member Societies and the problem of capacity building from the resources of the Member Societies to support IFIP's agenda. **Mr Johnson** explained the proposals of the Strategy Working Party and he asked on behalf of the Working Party for comments of Council members to the draft paper.

All comments of Council members were recorded and will be input to the next meeting of the Strategy Working Party (May / June 2006) to come to a paper to be tabled at GA 2006. The paper will be circulated in June /July.

4.6 Standing Committee Reports

4.6.1 Activity Management Board (AMB)

Mr Schlamberger, Chairman of the Activity Management Board, gave his report. The AMB meeting was attended by Mr Schlamberger, Mr Morel, Mr Spaniol, Mr Wibe, Mr Stucky and by invitation Ms Brauneis.

Event Request Form

Mr Schlamberger informed members that it had been proposed by AMB and agreed by GA 2005 to simplify the present Event Request Form. To start the process the ERF has been simply divided into three parts representing logically rounded contents: Event Request, Publisher Information, and Financial Plan & Report Form. The three drafts were reviewed and discussed. In AMB's opinion the drafts have followed the expected course and the results so far were the basis to build upon. It has been agreed that the contents needed further refinement, so as to provide for a better understanding. The Financial Plan Form did not need to be mandatory as some event organizers may have their own support for that function; however, the report would be helpful to the IFIP Secretariat. It was suggested a hierarchical structure should be explored so that those in need of assistance could find some by opening levels with detailed information.

Please find drafts of the form at <http://www.ifip.org/minutes/c2006/EvForm.pdf>.

AMB will seek input from the Technical Assembly to the forms, consult the IFIP Secretariat and prepare a proposal for GA 2006.

Council AGREED.

Event Support System

AMB was of the opinion that redrafting of the ERF could be regarded as a part of a broader framework to provide assistance to those that organize events. The name for the framework has been suggested – Event Support System (ESS). It has been agreed that AMB should prepare a draft paper to start the process. AMB has discussed the draft, agreed that the attempt was viable and proposed further consideration regarding a possibility to combine some of the content with the Financial Planning Form. Facilities such as time table, event scheduler, and planning tool would be useful. It had been pointed out that some TCs and other organizations (such as TC3 and IEEE) have their own event support systems but the rest are unaware of such possibility. Also the IFIP Secretariat had put some relevant information on the web site. AMB was ready to further develop the work started but would not like to invent unnecessarily.

AMB would seek input from the Technical Assembly.

Council AGREED.

IFIP Academy

The first paper on the subject was proposed by D Khakhar in 2003. As agreed during GA 2005 J Wibe and L Strous drafted a paper on IFIP Academy. As a starting point they used experience on IFIP Schools (IS) (there are two known so far, restricted to courses in campuses) and an enquiry that was sent to TCs (no feedback has been received). As main beneficiary of such courses developing countries are perceived. It would be advisable to start collaboration with the UN University and with UNITAR. One possibility was not to set up a new event but to broaden the content of the existing ones, in particular IS.

AMB proposed that TC3 should be seen to be the major player in further development of the concept, TA to be consulted as TCs have the necessary expertise and experience. AMB would seriously consider any further relevant input.

Mr Morel accepted that he will be the contact person for TC in order to help coordinating the contacts.

Event Facilitator's Report

Mr Schlamberger reported that the Event Facilitator Report has been presented and explained to AMB by Ms Brauneis.

IFIP Events / AMB Sponsorship Statistics

As per 15th Feb 2006 for Council 2006

	SPONSORSHIP				
	TOTAL	FULL	MAIN	CO-	JOINT
2003	72	17 23,61%	23 31,94%	30 41,67%	2 2,78%
2004	55	9 16,36%	20 36,36%	24 43,64%	2 3,64%
2005	78	21 26,92%	21 26,92%	36 46,15%	N/A
2006	51	10 19,61%	26 50,98%	15 29,41%	N/A

As presented to GA 2005 as per 24.08.05

	SPONSORSHIP				
	TOTAL	FULL	MAIN	CO-	JOINT
2002	85	20 23,53%	31 36,47%	32 37,65%	2 2,35%
2003	72	17 23,61%	23 31,94%	30 41,67%	2 2,78%
2004	55	9 16,39%	20 36,36%	24 43,64%	2 3,64%
2005	69	17 24,64%	25 36,23%	27 31,13%	N/A

Royalties received for the 2nd half of 2004 from Springer amounted to 54,966.22.

Total royalties received from diverse publishers are as follows:

Jan – Jun 2005:

Kluwer/ Springer	EUR	62,166.27
LNCS Berlin	EUR	6,700.00
Elsevier (NL)	EUR	1,316.75
Trauner Verlag	EUR	27.09
TOTAL	EUR	70,210.11

Jul - Dec 2005:

Kluwer/ Springer	EUR	67,221.84
LNCS Berlin	EUR	24,060.00
Other Publishers	EUR	1,062.52
TOTAL	EUR	92,344.36

The figures were taken from the financial records and show only totals. Some proceeds from events are still missing but past practice shows that they are likely to be paid eventually. AMB noted that the proceeds from events for the past three years are showing considerable ups and downs. The explanation was out of reach of the Event Facilitator but should be paid attention to, so as to detect possible underlying problems in good time. The royalties are paid by Springer according to their records on the sales of publications. AMB noted that both proceeds and royalties can be better understood only in combination with the Financial Committee and Publisher Report as both only provided a split of the respective income.

AMB suggested that the Financial Committee to analyze oscillations of the proceeds from events.

Any Other Business

Mr Stucky informed the AMB that the meeting was his last in his capacity of CEPIS representative. The **AMB** thanked him for his work and hoped that CEPIS would find a suitable successor.

4.6.2 Congress Steering Committee (CSC)

Mr Brunstein informed Council about the current status of **WCC 2006** in Santiago de Chile. An IPC meeting in Santiago was planned for April 1st/2nd, 2006 with invited seminar on Friday March 31, for industry. 4 keynote speakers accepted invitation. In combination with WCC 2006 a CLEI, CEISC and IEEE Summit was planned. A list of sponsors was presented, with 4 “gold” sponsors. IPC has received 410 papers. The program will be ready in May 2006. Details of all conferences (title, chair, submitted papers, invited speakers) had been presented to CSC. It was planned to have camera-ready versions of books available to Springer at the end of May. The annual SCCC conference and CLEI conference would be as parallel activities. The financial plan includes income from sponsors (booked) of 160 k\$, income from fees between 228 k\$ with 710 participants (pessimistic) and 298 k\$ with 960 participants (realistic).

Mr Brunstein reported that the last available financial plan for **WCC 2008** in Milan has been reviewed by **Mr Grafendorfer**. It showed an income per delegate of 585 € and a fixed income of 440 k€. The fixed expenses were planned with 732 K€ and the variable cost with 240€/participant. The largest position of expenses was for the Congress Centre with 285 k€; but this amount would be compensated with income from sponsors (estimated: > 250k€). The breakeven would be at 846 participants.

4.6.3 Developing Countries Support Committee (DCSC)

Mr Kim introduced the SDP program (for full description, rules for applying and application please see www.ifp.org/minutes/c2006/sdp.pdf). TC Chairs and Member Societies are asked to make suggestions for usage.

4.6.4 Marketing Committee (MC)

Mr Laprie reported from the Marketing Committee Meeting. The MC congratulated the Secretariat for the format of the last edition of the information bulletin, especially the incorporation of the WG aims and scopes, and the spelling of the first names. The MC renewed its recommendation to update the aims and scopes of both TCs and WGs.

Mr Morel reported about contacts established with:

- **UNITAR**, the United Nation Institute for Training and Research, aimed at closing the digital divide, and **DSA**, the World Digital Solidarity Agency, an operational body of the former. DSA offered IFIP a seat at its Board. This offer is an opportunity for helping funding projects, e.g. WITFOR projects. Letters from UNITAR and DSA can be found at <http://www.ifip.org/minutes/c2006/MC-Letters.pdf>.

COUNCIL nominated **Mr Morel** as member of the board of **DSA**.

- the **Free IT Foundation**, which offered IFIP to become a member of Free IT Support, its mechanism for the economic circuit of the free technologies, and to have representatives at its scientific committee. Brief presentation of the Free IT Foundation, of Free IT Support and the letter from the foundation can be found at <http://www.ifip/minutes/c2006/Free-IT-F.pdf>.

COUNCIL handed this topic forward to **EB** for further enquiries and to come up with recommendation to **GA**.

TC2 will look into this issue at their conference in Como.

Mr Laprie reported that the web site was currently being redesigned, through contracting a specialized company located in Sweden, with the help of Dipak Khakhar. The current design was targeted at an outside window. MC suggested to complement that aspect with a facility for intra-IFIP communication, exchange and production of documents, e.g. via wiki.

MC suggested that the IFIP top award, the Silver Core, should reflect the new IFIP logo, for the sake of consistency.

Mr Laprie informed Council that the previously produced IFIP stand has disappeared during the transport back from WITFOR 2005. Two copies of an updated stand have been produced.

Mr Laprie reported that the update and harmonizing of the set of slides presenting IFIP and also a revision of the marketing guidelines for event organizers was pending.

4.6.5 Member Society Relations Committee (MSRC)

Mr Brunstein gave a status report of new developments in Member Societies:

- Switzerland: New strategy of Federal Parliament addresses e-government and e-health. Federation of IT societies formed in 2005 is beginning to work.
- Korea: Prof. Kim is the new president of KISS. Accreditation of experts is under development by KISS.
- Australia: New executives were elected. Professional activities are further developing. An impressive SEARCC congress took place, with Past ACS president Richard Hogg.
- Sweden: TC 11 had their annual conference SEC-2006 in university of Karlstad. The organisers contacted the Swedish Member Society for sponsorship, which stimulated new interest in IFIP's work in Sweden. Possible opening of their website "openbc.com" also for IFIP usage is under investigation.
- Germany: In the series of "Years of Science and Technology", with a very successful Year 2005 as "Year of Physics" with special emphasis on Einstein, the Year 2006 is devoted to the "Year of Informatics". Started with a dedicated event presided by the German minister for Science and Education (Mrs. Schavan) and GI president Prof. Jarke, a rich program of events (including a ship tour of "MS Science" through most of interior Germany (not covering seaports) is offered. Specific events and publications present important contributions of Informatics to diverse areas including daily life (brand marked "thanx Informatics").
- CEPIS: new president and CEO, now located in a nice and well equipped office in Central Brussels.

Mr Brunstein reported that there was an increasingly important focus on Development and Certification of Professional Skills. IEEE-CS had a successful certification program for software engineers, now for 4 years. IEEE-CS was starting an event of several societies about qualification and certification, as well as related aspects such as publications. In Australia accreditation was done for teachers as well as for physical facilities and teaching material. BCS's approach to accreditation was related to its chartered membership, where self-understanding of members includes improving qualification. Defining a profession: IT had roots in "hard science" such as engineering, mathematics and natural science but also aspects of "softer" science such as language, education, sociology, psychology etc.

Mr Brunstein reported about various comments and suggestions in the IFIP Strategy discussion in MSRC to strengthen the role of Member Societies and to improve interoperation between TCs and MS expert groups:

- Reports of MS reps should be available to national societies, as practiced in Switzerland (reports include also days invested by reps for IFIP), annual reports in Austria, Germany (reports to IFIP advisory board twice per year), IEEE-CS and ACS.

- MS would welcome annual information on TC and WG chairs, list of their WG members; TCs to update their membership lists more regularly.
- Relation between MS expert groups and TCs / WGs must be improved.
- Both TCs and Member Societies include many details in their report which should be analysed (possibly by a new function in IFIP secretariat)
- MS should be informed about forthcoming events of TCs / WGs and, when possible, asked whether their SIGs may wish to cosponsor such events
- Term of WG membership (say 3 years) to be defined, renewal possible (maximum numbers of renewals: 10 implies 30 years membership)

Mr Morel suggested sending a questionnaire to member societies, addressing Strategy of MS, Assessment of the Role of Information Society for MS, and Role of MS in national situation.

Council AGREED to send a list of members per MS to GA reps and MS.

Mr Strous commented that finding TC member in MS is very often a financial problem (attending meetings)

4.6.6 Publications Committee (PC)

Mr Turner reported from the Publications Committee:

Status actions from previous meeting:

The publisher's representative provided the information requested at the previous meeting, but this information has not yet been sent to all members of the committee. The chair's action to collect and distribute information regarding publications pricing and royalty distribution was not completed due to digital library and other strategic developments that may affect this information. The changes in Publications Policy Guidelines Supplement 2 that were recommended by the committee were submitted to, and approved by, the Executive Board.

IFIP Practical Library

Mr Turner informed Council that **Mr Roode** presented his proposal for IFIP to fund the IFIP Practice Library. This project was recently referred to the Publications Committee for analysis and recommendation. The project was presented to the IFIP strategic planning working group. There was insufficient time for the committee to discuss the proposal, especially because the proposal was not submitted to the committee members prior to the meeting.

The committee chair would send a copy of the proposal to the committee members, and the proposal would be discussed at the next committee meeting.

IFIP Information Bulletin

The revised format and contents exhibited in the 2006 IFIP Information Bulletin were noted with approval.

Digital Library Task Force

Mr Turner presented a brief overview of the report, which had been sent to the members prior to the meeting. The chair also reported that several issues had been

resolved through discussions between representatives of IFIP and representatives of the publishers. (Please find full report at <http://www.ifip/minutes/c2006/DL-Rep.pdf>).

The Publications committee made the following recommendations:

- IFIP should proceed as soon as possible to establish the Digital Archive recommended in the report.
- In general, the establishment of the Digital Repository is recommended. The task force should continue to resolve several issues remaining relative to the facilities that will be provided and the interaction with the library/repository facilities offered by Springer.
- The DL task force should pursue ways to establish the Digital Repository, including investigation of outsourcing and other mechanisms.
- The DL task force should consider whether the name “Digital Repository” is appropriate. The alternative “Basic Digital Library” was suggested by Mr Spaniol.

Council AGREED.

Ms Pejtersen had concerns about copyrights. PC is asked to come up with a policy statement on copyrights.

Mr Turner presented the next actions for Publications Committee:

1. Distribute the information provided by Jennifer Evans (action items from the previous meeting) to the committee members. (Mr Turner)
2. Distribute the Springer flyer on the SpringerLink free-to-read IFIP material to IFIP member societies and request widespread distribution. (Mr Turner)
3. Suggest to Springer that the IFIP logo be added to the front page of the flyer. (Mr Turner)
4. Distribute the slides from the publisher’s report presentation to the committee members. (Mr Turner)
5. Distribute the PraCLib proposal to the committee members (Mr Turner)
6. (*From previous planned action*) Prepare a report and recommendations relative to publications pricing and royalty distribution and distribute to committee members. (Mr Turner)

Publisher’s Report

The Publisher’s Report was presented by **Ms Evans and Ms Brais**. Ms Evans introduced Ms Brais to the Council as her assistant, who will work in Springer’s office for IFIP. Of special interest was an illustration that all non-LNCS IFIP content on SpringerLink is currently free-to-read. This would remain the case at least through 2006. Most 2005 publications are available, and 2006 publications will be added throughout the year. The publications were being offered without charge in order to

build up usage statistics, which can then be used for marketing purposes. A decision on whether to market the IFIP electronic package for sale would be made later.

One problem related to the non-inclusion of IFIP publications in citation indices could be the way that these publications were usually cited. Springer had established a recommended format for citations.

A flyer advertising the free access of IFIP material on SpringerLink was available from Springer. Assistance in distributing the flyer widely was solicited by the publisher's representative. One committee member noted after the meeting that the flyer would attract more immediate interest from IFIP volunteers if the IFIP logo were prominent on the front page of the flyer.

Titles Published

The publisher met the budget of 25 books to come from the IFIP main series in 2005. To date there are 3 titles published in 2006, with over 20 additional titles budgeted for the year. The publisher was optimistic that over 25 titles will be published in the IFIP main series this year, and was looking towards continued growth in the program. There were 20 books published in IFIP-LNCS in 2005.

WCC 2006

Ms Brais informed Council that Springer would publish selected proceedings for the upcoming IFIP World Computer Congress in August. For the publisher's planning purposes, the number of titles and the delivery schedule needed to be finalized at the IFIP Council meeting.

IFIP Series Page

Ms Brais reported that the publisher has improved the Springer website with the following features:

- IFIP Series information, including the ISSN and Series description
- A link to all IFIP Titles
- Volume Editor Guidelines
- Author Instructions for LaTeX and MsWord
- Bibliographic Citation Instructions
- IFIP Copyright Form
- A link to access free online IFIP content through the Computer Science Reading Room
- A link to the IFIP society webpage

The publisher had been proactively directing authors and editors to this site and had received a positive response. The publisher welcomed suggestions for other helpful materials to include. The shortened URL for this site would be: <http://springer.com/series/6102>.

Council AGREED to change IFIP's links to the publisher's website.

IFIP Online Bookseries

The publisher accomplished the Online Series launch goal of getting ten IFIP titles online by the end of 2005. Eighteen 2005 IFIP titles were now online and available to the public. The online content would continue to build as future volumes are published. IFIP and Springer were in discussion about the addition of the archive.

At the moment, the titles in the IFIP series were being offered for free through Springer's Computer Science Reading Room. The publisher saw this free offering as a means of building IFIP's audience, as well as allowing the academic community access to quality scientific research. For ease of navigation, the IFIP Online corner offers a link to the official IFIP page and the Springer IFIP Series page.

The publisher was currently working with its marketing team to bolster usage of the IFIP online product and to promote the IFIP Series in general. Online usage of IFIP titles doubled between November and December of 2005, and Springer currently had over 600 full-text downloads since the launch in late 2005. During the period when this sample was taken, there were only 10 volumes online, which meant that each volume had an average of 60 downloads. Springer anticipated that usage statistics would continue to improve as more content becomes available.

IFIP and ISI

Historically, book series have been very difficult to get into the ISI Science Citation Index, as it required that series had an extremely high citation level. As a result, ISI had created a proceedings product, ISI Proceedings, in which IFIP was already listed.

There remained the challenge of gaining entry into the ISI Science Citation Index for journals, which gave its listed publications an impact factor. Once a book series or journal was submitted to ISI and did not gain acceptance, it was ineligible for consideration for two years. For this reason, the publisher would like to take the utmost care to ensure that they were submitting the best possible product for consideration.

As mentioned at the GA Meeting in Gaborone in August, Springer now had a full-time employee dedicated to getting Springer publications into abstracting and indexing databases. Over the course of the past few months, Springer had been concentrating on getting IFIP publications into the ISI Science Citation Index for journals.

At the moment, the major hurdle for IFIP gaining entry into the journal index was that the papers in each volume were not cited consistently, and were therefore difficult to trace to IFIP. To amend this, Springer would be inserting citation instructions in all papers from this point forward in the IFIP series, to ensure that IFIP is properly mentioned whenever the articles were cited.

Marketing

Ms Brais informed Council that in addition to ongoing efforts, Springer's marketing team recently produced a flyer for free online access to the IFIP product. The publisher requested that it be distributed to all IFIP members. In conjunction with the society's efforts, the publisher would distribute this flyer at conferences. A pdf version of the flyer was available as <http://www.ifip.org/minutes/c2006/OnlAcc-Flyer.pdf>.

Open Choice

Ms Evans informed Council that in August, Springer created a new position dedicated to Open Choice - the Director of Open Access. This appointment spoke to the publisher's commitment to promote the Open Choice model for its publications.

Under the Open Choice model, authors had the option of making their articles freely available worldwide on the internet. The author paid a fee, which was applied towards covering the cost of Springer's publishing service, which included the print

publication of the article. These articles were subject to the same rigorous standards as all other Springer published work.

The Open Choice model was available to IFIP authors. However, at present, the publisher was offering free access to all IFIP titles online through the Computer Science Reading Room. In addition, the publisher continued to send hardbound copies of IFIP titles to libraries in developing countries.

IFIP Journals: Education and Information Technologies

Ms Evans reported that the Journal continues to run on schedule for 2006. This displayed a positive direction for the Journal, which had been chronically late. This timeliness was an important factor to maintain when trying to gain entry into new abstracting and indexing organizations, and maintaining standing in old ones. The publisher was in the process of working with the journal to make it a more attractive candidate for entry into the ISI citation index. This initiative would begin with a focus on the journal's most highly-cited authors and concepts. The publisher was also looking to get EAIT acceptance in the citation index ERIC, a well-regarded education abstracting and indexing database.

Springer was currently in the process of confirming a strong candidate for Editor-in-Chief in collaboration with IFIP. The candidate, Dr. Ian Selwood, had taught at the University of Birmingham School of Education since 1987. Selwood received his Cert. of Education C.F. from the Mott College of Education, a B.Ed. from Lancaster University, a M.Ed. from the University of Birmingham, and a PhD from the University of Birmingham. In addition, Dr. Selwood was one of the founding members of EAIT, currently served as a member of the EAIT Editorial Board, and is the vice chair of IFIP TC 3.7.

After a slight decrease in downloads during the summer months, the journal downloads ended the year on an upward trend. However, the decrease in total downloads from over 17,000 in 2004 and to fewer than 15,000 in 2005 remained a point of concern for the publisher.

EAIT was in line for publication in Online First, which meant that accepted papers appeared online in SpringerLink prior to their appearance in print.

The journal was currently included in 9 abstracting/indexing services: Higher Education Abstracts; INSPEC Information Services; Computer Literature Index; International Reviews on Mathematical Education; Sociological Abstracts; Social Services Abstracts; Linguistics and Language Behavior Abstracts; MathDi; and Google Scholar.

New Journals

There had been no progress on the proposed Journal of Networking out of TC 6. The investments Springer was making in EAIT could also be made in other IFIP journals.

Open Issues

- *Communication to IFIP community.* IFIP needed to encourage its conference organizers to publish in the main IFIP series, and to communicate that publishing with Springer was not synonymous with publishing in LNCS.
- *IFIP Society Homepage.* IFIP needed to update and maintain links to the publisher's website and post the proper citation information on the society homepage as well.

- *Free Access to Content.* IFIP content was being made available for free in order to build usage.

Financial

Ms Evans reported on the financial aspects:

	USD	Euro	New Books
January—June 1999	\$256,290.99	€266,542.63	8
July—December 1999	\$332,633.65	€345,939.04	16
January—June 2000	\$297,686.69	€309,594.19	12
July—December 2000	\$355,897.89	€391,487.68	11
January—June 2001	\$261,495.37	€291,567.34	8
July—December 2001	\$289,309.21	€324,315.57	15
January—June 2002	\$218,871.18	€244,763.70	8
July—December 2002	\$414,840.22	€418,615.27	23
January—June 2003	\$449,935.03	€408,271.11	13
July—December 2003	\$287,117.00	€248,557.00	8
January—June 2004	\$122,224.00	€99,099.00	6
July—December 2004	\$406,789.89	€324,486.37	28
January—June 2005	\$257,281.63	€200,087.93	12
July—December 2005	\$234,616.49	€198,037.01	13

- Sales of IFIP titles in the second half of 2005 totalled over 195,000 Euro (\$230K+). The total sales for the year amounted to €398,125 (\$490K+).
- Bulk sales accounted for about half of the revenue in 2004 revenue. In 2005, bulk sales accounted for slightly over twenty percent of the revenue.
- Royalties paid to IFIP for the IFIP Series totalled €26,803 (\$34,465) for the first half of 2005, with a total of €46,048.54 (\$56,728.47) paid to IFIP for the year.
- Royalties paid to IFIP for the IFIP-LNCS series totalled €51,924 for the first half of 2005, with a total of €74,613 paid in royalties for the year.

Projection

Springer had currently 8 books published or in production for 2006, against a budget of over 25. The publishing year ends in August - so all books to be published in 2006 must be received by August. **Ms Evans** asked TC Chairs to examine closely the list at <http://www.ifip.org/minutes/c2006/Publ-AppA.pdf> and alert her to projects not listed; she also asked to recruit conference organizers to publish in the IFIP series.

The decreased bulk sale prices resulting from the new contract would affect revenue. Also, at IFIP's request, Springer had decreased (modestly) list prices.

4.6.7 UN Liaison

Mr Brunnstein reported that besides him, Mr Khakhar and Mr Strous are also engaged in UN matters. **Mr Brunnstein** attended the WSIS meeting in Tunis. IFIP also had an exhibition at WSIS (as reported in the last *IFIP News*).

Mr Strous reported that he had attended the Follow-up on WSIS meeting in Geneva. The advice was that IFIP should go along with the UN approach and could contribute substantially to the action lines. A list of the contact persons of each action line could be found on the WSIS web page. He proposed that IFIP should coordinate contacts to the action lines.

Ms Avgerou commented that it was more important for IFIP to get into the role of a technical advisor than to act in a pool of NGOs.

Mr Khakhar informed Council that IFIP was already a consultative NGO of UNESCO and IFIP was in the process of establishing similar relationships with other UN organisations. TCs should then become engaged with relevant organisations.

4.7 Technical Issues

4.7.1 Technical Assembly

Mr von Solms presented his report as Chairman of Technical Assembly. The Chairs of TC-1, TC-2, TC-3, TC-5, TC-6, TC-8, TC-11, TC-12, TC-13, Mr Turner (PC) and Mr Puigjaner (WCC-2006) attended the TA meeting. Apologies were received from TC-7, TC-9, TC-10, SG-16.

TC Funds / Budget Templates

Mr von Solms informed TA that the template for the budget work turned out satisfactorily for most of the TC Chairs. The Treasurer will send a message soon with the request for the 2007 budget. The deadline for submission is somewhere in May / June.

Price of books

Mr von Solms reported that the price of books was still a concern for the TC Chairs. It was unattractive for individuals to buy IFIP proceedings. However, TA felt that there was not much it could do about it other than reminding the publisher of this. It was up to the publisher to look into the business model for our series. This issue must also be related to the electronic availability of our work.

Procedures and tools for manuscript preparation

Complaints were made about the templates for manuscript preparation (WCC 2006, Interact, etc.). There was an urgent request to make the guidelines for editors for WCC2006 proceedings available as soon as possible. Mr Strous reported about his meeting with Springer on the WCC 2006 proceedings and a message with further information would be sent by the publisher to the editors very soon.

Technical Affiliates

TA had had the intention to contact the technical affiliate members of IFIP in order to get them actively involved in the work of the TCs. Due to lack of time this had not been done yet. The item will be removed from the agenda. If individual contacts led

to closer cooperation that would be welcome, but for the moment it would not be an action item.

Co-sponsoring of events (TC 2, 6, 11)

Two types of co-sponsoring could be identified. The first one was a cooperation between IFIP entities (working groups, technical committees, other). Although in some cases such cooperation also needed attention in order to have a balanced division of work, in general this type of joint events was not a problem. The second type concerned co-sponsoring with other entities (such as IFIP member societies or others). In a number of cases, successful events that had built up a good reputation over a number of years were suddenly “hijacked” by the IFIP partners and IFIP was no longer involved.

Council AGREED that there could not be a general rule; a decision had to be made case by case.

TC reports

It was agreed in TA that TC reports for TA/Council meetings could be much shorter than the reports for TA/GA. For TA/Council only issues that required decisions or major, all strategic issues should be reported. TC Chairs who want to report more extensively were free to do so. For TA/GA the extensive reporting that had been done until now should be continued.

The TC Chairs presented briefly some highlights. For details, reference was made to the individual TC reports.

TC-1

Issues with respect to the re-establishment of WG 1.5. No decision required yet.

TC-2

The second summer school of TC-2 was very successful with some 100 participants. TC-2 invested a substantial part of its fund in this event (by granting a loan). The event made a fair profit due to other sponsorships. By agreement 50% of this profit would go back to the TC-2 funds. No decisions required.

TC-3

No decisions required.

TC-5

- **TA approved** the upgrading of the SIG Computer Aided Innovation to WG level (WG5.4).

- Establishment of the IFIP TC-5 Fellow. A TC-5 fellow became a life-time member of TC-5.

TA approved this idea and **requested Council and EB** to change the statutes & bylaws if and where necessary.

- Establishment of the IFIP TC-5 outstanding young professional award.

TA welcomed and approved the initiative.

TC-6

The ideas for a new working group on sensor networks were maybe a proposal for next TA. TA briefly exchanged views on the number of working groups within a TC. Initiatives for new working groups on new, emerging topics were to be encouraged, because this is where new members can be attracted. If that had an effect on the span of control or the level of activities of older working groups, solutions could be found in merging groups or, if there were no activities at all, the group's dissolution.

TC-8

No decisions required. Possibly proposals for two new working groups would come next time.

TC-9

Although formally no decision was required, the report seemed to indicate changes with respect to SIG 9.2.1. TA chair would discuss this with the TC-9 chair.

TC-11

TA approved the establishment of a new working group 11.10 on Critical Infrastructure Protection. The TC-11 Chair would forward to the group some suggestions made with respect to topics to be included.

TC-12

No decisions required. The AI conference in WCC2006 was successful in attracting papers (112 received), maybe this would lead to two streams. The TC-12 Chair expressed his concern about the event proceeds of WCC 2004 which had been under discussion now for too long. This was not helpful to remain enthusiastic for future participation in WCCs (a feeling shared by most of the TC chairs).

TC-13

No decision required

SG 16

The SG Chair was re-elected for another term.

WCC event proceeds for TCs involved

The TA Chair reported a discussion on this issue in EB on 2 March, based on a GA decision in Gaborone. TC Chairs expected events fees according to the normal formula of 75% x number of participants x number of days x IFIP fee of 10 euro. Apparently a special formula, unknown to the current TC Chairs (and TA Chair), were created in 1998. The (apparently) agreed formula of 1998 says: Compensation to TC = $0,5 * (\text{Number of registration for the particular TC track} / \text{total number of registration}) * (\text{The IFIP surplus})$. The IFIP surplus = Total proceeds from the congress received by IFIP - DCSC grant given to the congress organizers. TC Chairs have at this stage no option but to accept that for WCC 2004. The fact that this agreement was unknown to the TC Chairs is a serious issue and it was addressed by Mr Strous in the FC meeting. It must be prevented for the future that this happens again and a complete set of agreements, procedures, etc. with respect to finances will be compiled.

Since IFIP would (apparently) not receive more than 10.000 Euro from WCC 2004.

TC chairs accepted that agreements made should be followed (with a reiteration of the remark that it is unacceptable that such agreements show up as surprises). This meant that the TCs involved expect to get their pro rata share of the 10.000 Euro. A further condition was that for future WCCs, including WCC2006, a new agreement should be drafted that is satisfactory to all. This should be done as soon as possible, specifically because of TC involvement with WCC 2006.

TA requested Council, EB and FC to draft a new agreement with respect to the event proceeds for TCs participating in a WCC.

Council AGREED.

Strategic Future of IFIP

With respect to the strategic future of IFIP several initiatives took place during the last few months. The TC Chairs discussed this extensively during their TC Chair dinner on March 2nd. At this TA meeting the following documents and presentations were tabled:

- * Report of Strategic Working group meeting in London
- * Short presentation on the IFIP PracLab
- * Questionnaire sent out to all TCs
- * Short presentation about IFIP's future strategy

All four aspects mentioned above would be followed up as all can provide added value to the strategic future of IFIP.

Mr von Solms reported that in summary the feeling of TA is that despite the efforts so far, which are highly appreciated, there is still a need for a more clear strategic (new or renewed) mission followed by achievable short and medium term tactical goals. TC Chairs had expected more from the London meeting in this respect but accepted that this was a first step. The long list of (proposed) action items was partly on an operational level and can be grouped and assigned as tasks to a number of the standing committees. TA did not challenge the action list itself, undoubtedly many of these actions should be done as soon as possible. However, from a substantive number of reactions to the questionnaire, it can be concluded that TC chairs had sufficient ideas for a more elaborate strategic document with goals for new directions as a follow up to the Goodenough Report.

TA committed itself to produce a proposal based on the material available and the discussions so far. TA aimed at submitting this proposal to EB in a timely manner in order to have a final proposal ready in time for GA in August.

TA Chair, TC-2 and TC-11 Chairs would draft a first proposal to be circulated to all TC Chairs for a first round of comments. The proposal would include a strategic mission, a concise SWOT analysis and achievable goals for the short/medium term.

WITFOR 2007 and TC involvement

It was planned, as usual, to have the TA and GA meetings immediately follow the WITFOR conference. All TC Chairs present had no problem in going to Addis Ababa for these meetings.

Bi-annual financial statements to TC Chairs

The Finance Committee in its meeting on March 3, decided to review the current accounting system of IFIP and its possibilities with respect to reporting. The information provided did not provide sufficient details to quickly analyze deviations in trends and budgets. The FC would work on suggestions for further improvements in the accounting system.

Digital Library

For detailed information reference was made to the report of the Publications Committee. Also the Publisher's Report has interesting information about the electronic availability of IFIP proceedings.

TA appreciated and supported the proposal by the DL Task Force and urged them to proceed as quickly as possible.

Role and status of TC chairs

Mr Bramer had submitted a discussion document on the role and status of TC Chairs in IFIP. This document was presented and discussed. The ideas and suggestions made will be included in the strategy document that would be drafted by TA. If necessary the issues would be reported to TA/GA in August.

IFIP Academy

Mr Wibe and **Mr Strous** had done some further work on the concept of an IFIP Academy. Their conclusion was that this concept was not easy to define and even more difficult to implement. Besides that, it was felt that the concept of the IFIP School was still in its infancy and their suggestion was to focus first on the IFIP School and put effort into making this a success. Once this was established, further work could be done on the IFIP Academy. All TC Chairs were requested to send information about their existing or planned schools and about the way they deal with schools in their TCs to the TC 3 Chair. This inventory would be analysed and further discussed at the next TA. Naturally comments on the proposal and IFIP Academy were still welcome.

WSIS involvement

Mr Strous attended a WSIS follow-up meeting which was organized by UNESCO, ITU and UNDP on the 24th of February in Geneva. This meeting was meant to be the kick start for the implementation of the action lines that were agreed in Tunis at the WSIS meetings in November 2005. The meeting on the 24th had a strong administrative character and no discussion on the content of the action lines took place. However, IFIP had the opportunity to become involved in and contribute to the action lines (both on general and on TC level). A more detailed report (by LS) that would follow shortly after the Council meeting would explain what these possibilities were and how to proceed.

This type of involvement would also be covered in the TA Strategic Document.

Other Issues

TC chairs were asked to pay attention to the SEARCC nominations for working group members. SEARCC had nominated members for working groups and expected them to be confirmed. Although this was not a usual procedure for most working groups, it was an opportunity to involve active members from SEARCC and to strengthen the relationships within countries of the SEARCC member societies.

TCs were reminded to review their aims and scope, even if they feel that the current aims and scopes were still adequate it would be good for the exposure to the outside world if it showed on websites and in the bulletin that aims and scopes had been reviewed and (re)approved. Showing aims and scopes of 1974 was not an indication of a society that was on the edge of technological developments.

WITFOR 2005 showed a positive financial result and a small amount would be paid to IFIP.

A facility to create a list of Professional Speakers was being created on the IFIP Website. TC Chairs can create and edit such lists. Developments will be advised.

[Please note: Full TC reports including participation statistics are available at <http://www.ifip.or.at/minutes/c2006.htm>. In order to avoid duplication only key information and issues addressed during Council are included below. Regularly updated directory information for all IFIP Technical Committees and Working Groups is available at http://www.ifip.org/bulletin/bulltcs/b_tcs.htm]

4.7.2 TC 1 Foundations of Computer Science

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

Forthcoming business meetings:

TC1	Aug, before/after WCC2006	Santiago, Chile
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4.7.3 TC 2 Software: Theory and Practice

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

Forthcoming business meetings:

TC 2	June 10 th - 11 th , 2006,	Como, Italy
WG 2.1	March 27 th - 31 st , 2006	Belek, Turkey
WG 2.1	Dec 11 th - 15 th , 2006	Namur, Belgium
WG 2.2	Sep 11 th - 14 th , 2006 (40 th anniversary)	Udine, Italy
WG 2.3	March 2006	Bruges, Belgium
WG 2.4	July 17 th - 21 st , 2006	Glasgow, UK
WG 2.5	July 15 th - 21 st , 2006	Prescott, Arizona, USA
WG 2.5	Aug 13 th - 14 th , 2006	Uppsala, Sweden
WG 2.6	October 2006	Vienna, Austria or Washington DC, USA
WG 2.10	November 2006	Boston, MA, USA
WG 2.11	October 2006	Portland, Oregon, USA

4.7.4 TC 3 Education

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

Forthcoming business meetings:

TC 3	Jun 24 th - 25 th , 2006	Ålesund, Norway
WG 3.1	Jun 26 th - 30 th , 2006	Ålesund, Norway
WG 3.3	Jun 26 th - 30 th , 2006	Ålesund, Norway
WG 3.5	Jun 26 th - 30 th , 2006	Ålesund, Norway

4.7.5 TC 5 Information Technology Application

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

Forthcoming business meetings:

TC 5	Jun 18 th - 19 th , 2006	Shanghai, China
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4.7.6 TC 6 Communication Systems

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

Forthcoming business meetings:

TC 6	May 19 th - 20 th , 2006	Coimbra, Portugal
TC 6	Aug 2006 (in conjunction with WCC 2006)	Santiago, Chile
TC 6	Sep 29 th - 30 th , 2006	Paris, France

4.7.7 TC 7 System Modelling and Optimization

The TC7 report has been presented by the Vice Chair Jacques Henry.

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

Forthcoming business meetings:

WG 7.5	Oct 11 th - 14 th , 2006	Kobe, Japan
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4.7.8 TC 8 Information Systems

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

Forthcoming business meetings:

TC 8 Aug 2006 (in conjunction with WCC 2006) Santiago, Chile

4.7.9 TC 9 Relationship Between Computers and Society

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

Forthcoming business meetings:

TC 9	Sep 23 rd - 24 th , 2006	Nova Gorica, Slovenia
WG 9.2	May 20 th - 21 st , 2006	Namur, Belgium
SIG 9.2.2	May 2006	Namur, Belgium
WG 9.7	Aug 2006 (in conjunction with WCC 2006)	Santiago, Chile

4.7.10 TC 10 Computer Systems Technology

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

Forthcoming business meetings:

TC 10	Aug 2006 (in conjunction with WCC 2006) (30 th anniversary)	Santiago, Chile
WG 10.4	July 2006 (50 th anniversary)	Annapolis, Maryland, USA
WG 10.5	March 2006	Munich, Germany

4.7.11 TC 11 Security and Protection in IP Systems

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

Forthcoming business meetings:

TC 11	May 21 st , 2006	Karlstad, Sweden
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4.7.12 TC 12 Artificial Intelligence

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

Forthcoming business meetings:

TC 12	Aug 2006 (in conjunction with WCC 2006)	Santiago, Chile
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4.7.13 TC 13 Human-Computer Interaction

Forthcoming business meetings:

TC 13	March 29 th – 31 st , 2006,	Hamburg, Germany.
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4.7.14 SG 16 Specialist Group on Entertainment Computing

Forthcoming business meetings:

SG 16	not yet fixed
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4.8 CEPIS

Mr. Stucky, representative of CEPIS, presented the CEPIS report (Presentation is available at <http://www.ifip.or.at/minutes/c2006/CEPIS-Rep.pdf>).

Mr Stucky informed Council that this time it was his last attendance at an IFIP meeting. **The President** thanked Mr Stucky for his contributions over many years and wished him well for the future.

4.9 Future Meetings

2006	GA	August 25 th – 28 th 2006 following WCC 2006, Santiago, Chile
2007	Council	Feb 28 th - March 3 rd 2007, London, UK to mark BCS 50 th anniversary
	GA	August (potentially following WITFOR 2007 in Addis Ababa, Ethiopia)
2008	Council	March 2008, Open for Invitations
	GA	September (potentially following WCC 2008 in Milan, Italy)

The attention of member societies is drawn to the importance of venues having easy access to major international airports.

4.10 Closing of Meeting

The President concluded 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 closed.