

Minutes of the Council Meeting

Mar 2nd - Mar 3rd, 2007 London, UK

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1 EXECUTIVE SUMMARY

IFIP Council Mar 2nd/Mar 3rd, 2007 London, UK

New IFIP members

IFIP welcomed Serbia (represented by Union of ICT Societies Serbia, JISA), represented in IFIP by Mr. Djordje Dukic, president of JISA, as new member and Russia (represented by The Russian of Sciences) back in the IFIP community. The Russian Academy has now nominated Prof. Yury G. Evtushenko, director of the Academy's Dorodnycin Computing Center as representative in IFIP.

IFIP's Golden Jubilee

In order to celebrate IFIP's 50th anniversary it has been decided to publish a book "IFIP 50 years" following the pattern of "IFIP 36 years". It has been suggested to devote some part to historic developments at major events of IFIP TCs and WGs; IFIP World Computer Congress 2010 will devote some slot to IFIP 50 years. IFIP Member Societies are invited to host IFIP events with special reference to IFIP 50 Years, or to include some IFIP related part ("IFIP Day") in some MS event.

Finance

The report for 2006 showed a surplus of 118,928 EUR (budget was 3K EUR). There has been a significant decrease in income and no changes in expenses. Income from Return on Assets was a surplus of 129 K EUR, Dues from Members were lower than the budget, royalties from Publications were decreased by 105K EUR, proceeds from activities include proceeds from TC Events were 60K EUR, which was slightly over the budget.

IFIP Strategy plan

The document containing IFIP's strategic aims and scopes and objectives as well as proposed projects was well received from Council. A further developed plan will be developed and tabled at GA 2007.

Restructuring EB and Council

After some changes and additions suggested and discussed within Council the document was accepted by Council. It will be tabled at GA 2007.

WITFOR 2007

Organization is on track. There are some concerns about the website. From the safety / security side there are no problems reported for the moment.

Professionalism Programme

Council agreed that IFIP will provide initial funding of up to €50K to match funding provided by the Member Societies on the Working Party between Council and GA 2007. Council noted and accepted unanimously that the cost of the next phase of the project is expected to require a further commitment of funds by IFIP of up to €150K to match further funding contributed by IFIP member societies.

Publications

Springer has teamed up with Google for a better search use of Google's Search engine. Springer has also worked on a plan to enable continued free access to the IFIP series. Royalties paid to IFIP totalled in 2006 41,149 EUR for IFIP's main series and 57,580 EUR for LNCS.

IFIP Digital Library

A confidential memo about the analysis of the proposed options for a Digital Library has been submitted to the President. Further work on this project will be done by a special task force established by the President / President Elect.

Technical Issues

Technical Assembly approved the establishment of WG 14.6 and WG 14.7. TA requested strongly to improve IFIP's accounting system in order to provide TCs quickly with sufficient details to analyze deviations in trends and budgets.

2 ACTION LIST

IFIP Council Mar 2nd/Mar 3rd, 2007 London, UK

Task	Person / Body
IFIP membership:	
○ Preparing a list of target societies	Secretariat
Publications:	
○ Population of Digital Archive with historical IFIP proceedings	Secretariat / Event Organizers
○ Copyright form / policy	J.Turner
○ Preparation of a report and recommendations relative to publications pricing and royalty distribution and distribute to committee members	J.Turner
○ Preparation and circulation of a draft statement of IFIP publication policy.	J.Turner
○ Preparation of detailed analysis and proposal for Digital Library to be tabled at GA 2007	DL task force
IFIP Strategy Plan:	
○ Prepare further developed project plan to be tabled at GA 2007	L Strous
Finances:	
○ Preparation of Budget 2008 with two sets of figures, with and without subscription reduction	FC / Treasurer
○ Enhance administration of finances in order to provide appropriate information to FC and TCs	EB / Secretariat
○ Proposal for distribution of WCC proceeds to TCs	EB, FC
WITFOR 2007:	
○ Inform GA representatives about improved safety/security situation and ask for confirmation of attendance	President / Secretary
IFIP Events:	
○ Develop proposal for risk sharing in IFIP events	EB
Marketing:	
○ Investigation of costs for business cards for IFIP leading members	EB

3 ATTENDANCE LIST

IFIP Council Mar 2nd/Mar 3rd, 2007 London, UK

C Avram	Trustee
K Brunnstein	President
G Engel	Trustee
A Frisiani	Trustee
R Johnson	Secretary
D Y Kim	Vice-President
R Morel	Trustee
N Schlamberger	Vice-President
B von Solms	President Elect
L Strous	Vice-President
J Turner	Trustee

M Hinchey	TC 1
J Wibe	TC 3
R Waxman	TC 5
C Avgerou	TC 9
F Rammig	TC 10
L Strous	TC 11
M Bramer	TC 12
A Pejtersen	TC 13
M Rauterberg	TC 14

Observers

J Bishop	IPC WCC 2008
A Brais	Springer SBM
I De Lotto	OC WCC2008
W Grafendorfer	Austria (CSC WCC2010)
C Hughes	BCS Past President
N Shadbolt	BCS President
C Thompson	BCS

Secretariat

E Dundler	IFIP Secretariat
B Brauneis	IFIP Secretariat

Apologies

D Brady	Trustee
J Granado	Trustee
D Khakhar	Treasurer
J-C Laprie	Vice-President
I Lasiecka	TC 7
G Leduc	TC 6
R Meersman	TC 2
R Nakatsu	SG 16
R Reis	Trustee
D Roode	TC 8

4 COUNCIL MEETING

IFIP Council Mar 2nd/Mar 3rd, 2007 London, UK

4.1 Call Meeting to Order

The President opened the Council meeting and welcomed all participants. He conveyed his appreciation to Mr Roger Johnson and BCS for the meeting arrangements and warm hospitality. **The President** thanked especially the BCS President Mr Nigel Shadbolt for hosting the IFIP Council.

The President congratulated Mr Schlamberger to his new position as President Elect of CEPIS. He welcomed Mr Rauterberg representing Mr Nakatsu from TC 14 at his first Council meeting. The President welcomed also BCS President Shadbolt, Mr Hughes and Mr Thompson from BCS, Mrs Bishop and Mr De Lotto (IPC and OC WCC 2008) and Mr Grafendorfer (Austria) as observers.

4.2 Attendance and Apologies

The Secretary announced the Council attendance and apologies received (please refer to the attendance list). **The President** sent greetings from the Council to Mr Granado wishing him quick recovery.

4.3 Business Matters

4.3.1 Approval of Agenda

Council unanimously **ADOPTED** the Agenda.

4.3.2 President's Report

The President reported that in 2007 IFIP welcomed Serbia (represented by Union of ICT Societies Serbia, JISA) as new member. JISAs representative in IFIP is Mr. Djordje Dukic, president of JISA. Moreover, IFIP gladly welcomed Russia (represented by The Russian of Sciences) back in the IFIP community. Russia was a founding member and was represented for more than 30 years by Academician Anatol A. Dorodnycin (IFIP's 3rd president 1968-1971). After difficult times of political changes in the 1990s, the Russian Academy now nominated Prof. Yury G. Evtushenko, director of the Academy's Dorodnycin Computing Center as representative in IFIP.

Presently, IFIP has 52 members, 3 corresponding members and 9 affiliates. With regret, Member Societies in Lithuania and Egypt will be suspended at GA 2007.

Since GA-2006 in Santiago main activities of various IFIP committees and EB were concentrated on the following projects:

- further development of IFIP Strategy (Mr Strous, EB),
- suggestions for improved structures of IFIP work (Mr von Solms, EB)
- preparing IFIP Golden Jubilee, including WCC-2010 (Mr Brunnstein, EB)

- preparing IFIP Digital Library (Mr Turner, Publications Committee, EB),
- further developing the “Professional Practice” project (Mr Johnson and Task Force),
- and preparing WITFOR-2007 in Addis Ababa (Mr Strous and committee).

All (and more) are presented in detail in Council-2007 (see related Tabs).

Concerning IFIP Golden Jubilee (as main headline under which events during 2010, 50th anniversary of IFIP foundation may be presented and marketed) **the President** reported that first ideas have been suggested:

Mission: IFIP is well aware of its past, especially including advances and experiences. Consequently, some reflections on history of IFIP, TCs and WGs in related events are suggested. Based on its historical background, IFIP will continue to look into the future and address technical developments of Information and Communication Technologies and how these may shape economy, government and organisations, society and the life of individuals.

IFIP Golden Jubilee could best be promoted in four directions:

- The **book “IFIP 50 years”** follows the pattern of “IFIP 36 years” written by IFIP Historian Heinz Zemanek, who has agreed to support the new book,
- **Major events of IFIP TCs and WGs** may devote some part to historic developments (possibly IFIP contributions) in their area.
- **IFIP World Computer Congress 2010** will devote some slot to IFIP 50 years (details to be discussed with WCC-2010 organiser and IPC-2010).
- **IFIP Member Societies** are invited to host IFIP events with special reference to IFIP 50 Years, or to include some IFIP related part (“IFIP Day”) in some MS event.

Besides those projects, **the President** wished to emphasize that work of TCs, WGs and projects (such as the AGORA project) has continued on a high level of activity (see TC reports). Among forthcoming events, 3rd WITFOR (August 2007, Addis Ababa, also site of IFIP General Assembly 2007) will again be a special event of its kind, where the IFIP community can express its support of UNESCO and Developing Countries with special focus on Africa.

Finally, **the President** thanked IFIP’s secretariat staff including Brigitte Brauneis and Marion Smith, as well as Head of Secretariat Eduard Dundler for their excellent work.

4.3.3 Secretary’s Report

The Secretary reported that the Secretariat continues to run smoothly and he expressed IFIP’s thanks to them for their hard work. A major activity has been to prepare the text for the IFIP Bulletin 2007 which will include full individual names and the aims and scopes of WGs.

The Secretary informed Council that starting with 2007 Russia and Serbia joined IFIP as Full members.

At the time of writing, the following countries are three years in arrears with their subscription and will be suspended at GA – Egypt, Lithuania; the following countries are two years in arrears with their subscription and will not have a vote at GA – Brazil, Canada, Zambia.

The following have not yet paid for 2006 – Chile, Ethiopia, Greece, New Zealand.

The Secretary informed Council that EB is keen to avoid unnecessary use of paper documents and experimented with holding a paperless EB meeting during the Strategy meeting in London in December 2006. The Secretariat's laptop has been setup as Ftp-server and the attendees at the meeting downloaded all documents to their laptops. Committee reports and other documents can also be uploaded to the server. Permanent versions of documents can be securely archived by the Secretariat following the meeting. It is planned to use this facility at the London Council meeting. Eduard and the Secretary would be most interested in any feedback on this.

The Secretary informed Council that the annual meeting with representatives of CEPIS will take place in Brussels on Friday, March 16th.

Digital Archive:

The Secretariat continued to populate the Digital Archive which holds copies of all IFIP publications. The intention is to ensure that IFIP has an electronic copy of all IFIP publications and will safeguard IFIP's interests whatever happens in the future with publishing. All past editors of IFIP proceedings who have retained electronic versions are invited to contact the Secretariat with a view to including the material.

IFIP News continued to appear regularly 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 Eduard. JPEG illustrations are very welcome.

4.3.4 EB Meeting Report

The Secretary reported that EB had met twice since GA 2006, once in December in London and immediately prior to Council 2007. It had discussed several matters already reported in these minutes in the President's and Secretary's report.

EB continues to monitor progress on WITFOR and WCC conference series closely. These will be reported elsewhere in the Council meeting.

EB continues to supervise the Secretariat's implementation of the new IFIP web site using a CMS. EB continued to investigate whether TC/WG web sites can be hosted and updated by the IFIP Secretariat.

EB noted good progress on the proposed Professionalism programme, IFIP Strategy report and EB/Council restructuring.

EB was actively pursuing new members. The Secretariat has been asked to prepare a list of target societies. Russia has now named a GA representative but no TC reps have been nominated yet.

4.3.5 Treasurer's Report

In absence of the Treasurer **Mr Strous** presented the Treasurer's Report with the substantial changes by the auditor.

As usual the report consisted of three parts:

- 2006 Result to be accepted by Council
- 2007 Budget to be reviewed by Council
- 2008 Budget Guidelines to be considered by Council

2006 Result

The 2006 accounts were considered in February 2007 in co-operation with our auditor in Vienna.

Mr Strous reported that the 2006 result, after amortisation and depreciation according to approved policies reflected a surplus of 118.928 EUR. The result was much better than the budgeted surplus of 3 K EUR.

Compared with 2005, the 2006 result showed a significant decrease in income and no changes in expenses. The Final Result showed an increase in IFIP's General Fund by 134 K EUR.

Key figures for the last five years are:

<i>(Amounts in K EUR)</i>	<i>2006</i>	<i>2005</i>	<i>2004</i>	<i>2003</i>	<i>2002</i>
<i>Income</i>	<i>390</i>	<i>739</i>	<i>359</i>	<i>568</i>	<i>76</i>
<i>Expenses</i>	<i>272</i>	<i>271</i>	<i>219</i>	<i>374</i>	<i>264</i>
<i>Result</i>	<i>119</i>	<i>467</i>	<i>140</i>	<i>194</i>	<i>-188</i>
<i>Assets</i>	<i>2611</i>	<i>2580</i>	<i>2171</i>	<i>2074</i>	<i>1832</i>
<i>Liabilities</i>	<i>24</i>	<i>101</i>	<i>157</i>	<i>185</i>	<i>114</i>
<i>Funds</i>	<i>2587</i>	<i>2479</i>	<i>2013</i>	<i>1889</i>	<i>1717</i>

The total income was 390 K EUR, which was below the budgeted 406 K EUR. Income from Return on Assets, managed by UBS London since 1990 was a surplus of 129 K EUR, which was higher than budgeted amount of 103 K EUR. Dues from Members were lower than the budget. Royalties from Publications were decreased by 105K EUR, or 58%, to 75K EUR. Proceeds from Activities include proceeds from TC Events were 60K EUR, which was slightly over the budget. Both Royalties from Publications and Proceeds from Activities should be analysed by Technical Assembly and Publication Committee.

Total expenses were 272K EUR, or 24,3% below budget. However, there have been higher expenses for Marketing and Publication Committees than the budget. All TCs had positive balance available at end of 2006, totalling of 364 K EUR.

The Final Result, after Special Funds Provision, was an increase in IFIP's General Fund by 134K EUR to 2212K EUR.

2007 Budget

Mr Strous reported that 2007 Budget was approved by General Assembly in Santiago de Chile. The 2007 budget implied total income of 397 K EUR and total expenses of 368 K EUR, thus giving a budgeted result a surplus of 28 K EUR. On the income side Royalties of 96 K EUR was estimated as a tentative figure. Other

components of the income consist of the Dues from members (182 K EUR), Proceeds from Activities (59 K EUR) and Return on Assets (60 K EUR).

On the expense side, expense for the Administrative Secretariat was estimated to 203K EUR. Other major expenses are 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).

No changes in the budget are proposed.

2008 Budget Guidelines

At EB meeting in Santiago de Chile on 28 August 2006 EB has decided for FC to make budget for 2008 and present at GA 2007 with two sets of figures, with and without subscription reductions.

Council unanimously **ACCEPTED** the report.

4.3.6 Finance Committee Report

In absence of Mr Granado (FC Chair) **Mr Strous** presented the report of Finance Committee. Finance Committee has analyzed the draft 2006 figures as provided by the IFIP accountant. Compared to the figures provided in the Treasurer's report of 2 February 2007, a few corrections have been made. The corrected figures are presented to the Council with the proviso that the Treasurer has not yet discussed the corrections with the accountant and that the final audited figures will be provided shortly.

IFIP business

If the "Return on Assets" has been removed IFIP's business has severely decreased in comparison with the previous year:

Year	Income	Expenses	Balance	% Dev. in Balance
2004	279,108	219,915	59,122	
2005	471,528	271,851	199,676	+238 %
2006	284,966	272,169	12,797	-94 %

This resulted in a very low operational (non-financial) result. It was mainly due to the decrease of "Royalties from Publications" (-58 % or -106 K-EUR) and "Proceeds from Activities" (-52 % or -65 K-EUR). FC was rather worried with the 2006 exercise and, as already reported in August 2006, believed that EB must understand if this substantial decrease in "Income" is incidental or structural.

The "Expenses" side of the balance sheet showed good control of the regular operating expenses. The total expenses were almost the same as in 2005, and the policy line that the cost of the secretariat should be covered by the membership dues has been met.

Year	Expenses	Deviation	% Dev.
2004	219,915		
2005	271,851	+51,936	+24 %
2006	272,169	+318	+0 %

Return on Assets

Considering the “Return on Assets” alone, the 2006 performance was below 2005 and far ahead of the budget. The comparison with two previous years showed the following picture:

Year	Assets	Return	% Return	% Dev.
2004	2,171,203	80,760	+3.7 %	- 46 %
2005	2,580,108	268,154	+10.4 %	+281 %
2006	2,610,840	105,131	+4.0 %	-61 %

The “Securities at Market Value” kept above the booking value and increasing their worth:

Year	SMV	SBV	Appr/Depr.	% Ap./Dep.
2004	1,710,331	1,697,072	+13,259	+0.8 %
2005	2,060,728	1,798,632	+262,096	+14.6 %
2006	2,264,440	2,094,067	+170,373	+8.1 %

The 2006 Appreciation/Depreciation figure was provisional as the accounts did not have yet the auditor’s complete certification.

The Finance Committee proposed this Council to accept the provisional 2006 “actual accounts”.

Council unanimously **ACCEPTED** the provisional 2006 accounts.

2007 BUDGET

Mr Strous informed Council that the FC examined the 2007 Budget and compared it with the 2006 actual figures and considered that there is no reason to vary the budget at this stage.

FC advised EB to pay due attention to business in 2007. FC also urged EB to enhance the administration of IFIP in a way that it provides the appropriate information to help EB analyze and understand in a timely manner, whether decreases in Income and/or increases in Costs are incidental or structural and to enable EB to take timely appropriate action.

Council **supported** the advice.

Since FC has recommended a few times already to IFIP to invest in new business opportunities, FC was pleased to note that a request for investment in such an opportunity in the form of the Professionalism project has been submitted to Council and FC was positive about this request.

4.4 IFIP Strategy

Mr Strous presented the IFIP Strategy document, which lists the strategic aims and objectives as well as proposed projects (full document can be found at <http://www.ifip.org/minutes/c2007/StratRep.pdf>). He outlined briefly how projects have to be defined and handled.

The document was well received from Council. A further detailed proposal for GA 2007 will be developed by the Strategy Task Force. Mr Strous asked for volunteers to take over proposed projects.

4.5 IFIP Restructuring

On Friday March 2nd **Mr von Solms** presented a document containing some proposals concerning the restructuring of the IFIP's EB and Council. The content was presented using a short P/P presentation (full presentation can be found at <http://www.ifip.org/minutes/c2007/Restr.ppt>).

Because this document had been circulated amongst EB earlier, and had been sent also to all Council members, several comments were received. **The President Elect** discussed these comments, as well as some which originated during the presentation at Council.

Council was in general agreement, but requested that the document be updated to reflect the changes and additions suggested and discussed.

On Saturday 3 March **Mr von Solms** submitted an updated document, which was again presented through an updated P/P presentation. An updated text copy was also submitted.

This proposal was **accepted** by Council.

A copy of the updated text document, which will now be submitted to GA, is available at <http://www.ifip.org/minutes/c2007/IFIPRestructVersion5.doc>.

Mr Waxman brought forward the following two proposals, which are consistent with the proposed restructuring document, for consideration to EB:

1. Propose that the EB enable TC Chairs to be able to give a voting proxy to a designated member of their TC allowing that individual to represent the TC Chair at a specific GA and TA meeting when the TC Chair is unable to attend.
2. Propose that the EB (prior to the GA 2007 meeting) put in place a change to the present procedures that will allow meeting attendance and voting by conference call. Such a procedure must provide a means for those in attendance, personally present or attending by phone, to see the voting record as it appears, in real time, on their computer screen.

4.6 Congresses and Major Events

4.6.1 IFIP Golden Jubilee

The President pointed in general to the proposals already made in his report (see President's report).

It has been discussed, whether it would be possible that in 2010 IFIP would have at least one TC event in every continent and badge this as 50 years jubilee event.

4.6.2 WCC 2008

Mr De Lotto reported on the progress of WCC 2008 in Milan, Italy. The work was on track following the ambitious plan according the cross sections. He presented the venue (Milano Convention Centre (MIC), which is the largest convention center in Italy), the rough conference plan and the key dates. He explained also the structure of the conference with it 10 cross sections (details can be found at <http://www.ifip.org/minutes/c2007/WCC2008.ppt>).

Mr Bishop as IPC Chair presented the important dates for the WCC. The deadline with 1/4/2008 for transmission of papers, which was pushed from Springer, has been seen as too early by Council. **The President** will support IPC to work with Springer to postpone this date to May 2008.

4.6.3 WCC 2010

The President reported on the progress on the bids for WCC 2010. For details please see report of Congress Steering Committee.

Mr Grafendorfer will work as financial advisor for the site selection. General Chair and IPC Chair will be appointed by Mr Brunnstein and Mr von Solms in cooperation at GA 2007 and presented at Council 2008.

The logo for WCC 2010 proposed by Marketing Committee was well received, but should express more the evolution from 1968 to 2010. Marketing Committee will work on it.

4.6.4 WITFOR 2007

Mr Strous informed Council that the program for WITFOR 2007 is well on track. In January Mr Strous attended a meeting in Addis Ababa and he acknowledged that Chairs for all 8 commissions are established; from the organizational side there are no problems with the venue; sponsoring is on track.

Mr Strous informed Council about concerns according:

- the WITFOR website: very little progress, communication problems are to be solved within next weeks
- local logistics: will be solved within next weeks
- safety / security: There is nothing more reported in the newspaper; his personal feeling was that he never felt unsafe in Addis Ababa, although there are warnings not to undertake travels near the borders of Eritrea and Somalia.

The President will inform GA representatives about the improved situation and will ask them to confirm, whether they plan to attend WIFOR and GA. He will also remind them in the case of not attending to give a proxy.

4.6.5 WITFOR 2009

Mr Strous informed Council that a venue for WITFOR 2009 has not been fixed for the time being. There existed contact to countries in Far East. An assignment will be done in June 2007 in order to present the venue at GA 2007. The WITFOR will take place in normal time (August / September 2009).

4.6.6 Professional Practice Programme

Mr von Solms reported on the project of IFIP's IT Professional Practice Task Force. He informed Council that the IFIP Task Force met in Cape Town on January 8/9th 2007 under the chairmanship of Charles Hughes (UK) with representatives of ACS, BCS CIPS, CSSA and IFIP EB. The meeting achieved a great deal in two days due mainly to the excellent preparatory work provided by the BCS. A very large measure of agreement was achieved on the need for such a programme and also its goals.

Mr von Solms thanked Colin Thompson (UK) for drafting the substantial report being presented to Council and for integrating comments from participants. He made it clear that if the programme is to have a substantial global impact then it will need significant resources. Task Force members recognised that they needed to demonstrate their commitment by making substantial financial contributions at this initial stage although they hope to recover their initial investment through later revenue streams. Details of this will be included in the Business Plan to be presented to GA 2007.

Initial expressions of interest suggested that such a programme can attract substantial support from major IT industry organisations. A clear commitment by IFIP collectively and also by individual IFIP Member Societies is likely to encourage IT industry bodies to commit significant resources to support the programme.

Mr Hughes from BCS gave a presentation about the work of the IFIP Professional Practice Task Force (<http://www.ifip.org/minutes/c2007/ProfProgr.ppt>).

Mr Turner advised that IFIP should watch carefully that the process is being driven by IFIP and not by the industry.

Mr von Solms commented that this project is one of the 5 projects in IFIP's strategy goals. He confirmed that Technical Assembly is very positive to support the project.

Council welcomed the Task Force report and thanked all concerned for their hard work.

Council invited the Task Force to continue their work and asked the Professionalism Task Force to present its Final Report and Business Plan to GA 2007.

Council agreed (with 3 abstentions) that IFIP will provide initial funding of up to €50K to match funding provided by the Member Societies on the Working Party between Council and GA 2007.

Council noted and accepted unanimously that the cost of the next phase of the project is expected to require a further commitment of funds by IFIP of up to €150K to match further funding contributed by IFIP member societies.

4.7 Standing Committee Reports

4.7.1 Activity Management Board (AMB)

Mr Schlamberger gave his report from the meeting of the Activity Management Board. The meeting has been attended by Brigitte Brauneis (by invitation), Raymond Morel, Jan Wibe, and Niko Schlamberger.

Review of work done by AMB

The AMB has revised and refined the Event Forms as proposed and agreed by the General Assembly 2007. The forms have been related to the IFIP Secretariat which made them accessible on IFIP web site. An address amb@ifip.org has been also provided there for comments, remarks and proposals. The AMB was informed that the Event Forms were seen by users as an advance but will be happy to receive any further suggestions for their further improvement.

Regarding the Event Support System there was no input from TCs and WGs as all seem to be happy with what they have developed for their use, and no further actions by the AMB will be necessary.

Event Facilitator Report

Mr Schlamberger reported that Event Facilitator Ms Brauneis presented the events organized by IFIP. The AMB was happy to note that the number of events is steadily rising in the past six years (with an exception of year 2004). For 2007 there were 40 events reported to date. There were no proceeds outstanding and Mrs Brauneis was receiving the necessary information by event organizers regularly. The AMB found the form suitable where the data on events for past six consecutive years is presented. The complete information is available for possible analysis if so required (<http://www.ifip.org/minutes/c2007/EvRep.pdf>).

Risk Sharing by IFIP

A discussion about risk sharing by IFIP within IFIP's events and IFIP's responsibilities to events started.

Mrs Pejtersen saw a need for a study of risks for events, which should include an examination whether IFIP can take over financial responsibility and she saw also a lack of knowledge and training of event organizers. She also said that IFIP's support to events is not visible and IFIP should take over more responsibility at events. She proposed that IFIP should organize 1 IFIP day at Member Societies on a quarterly basis.

Mr Brunnstein explained that IFIP do not have for the moment a model for risk sharing.

Mr Rauterberg proposed including the Member Societies (as members of IFIP) in the event process. He also said that an improvement in the cooperation between MS, IFIP and TCs is absolute necessary.

Mr Bramer proposed to change the IFIP event support system, because the formerly importance of the IFIP brand is not true ever more.

Mr Johnson proposed the development of a model for stakeholders to award taking the risk of holding an event.

Mr Strous suggested asking EB to work on possibilities / options to encourage organizers to work with IFIP.

Council asked EB to come up with a proposal for risk sharing.

Input from IFIP's Strategic Aims

Mr Schlamberger informed Council that the AMB reviewed the document IFIP's STRATEGIC AIMS as for a possible input for its activities and actions. It was foreseen that *Project 1. Dissemination of high quality knowledge in ICT* would require commitment by the AMB as it is foreseen that a procedure for quality assurance of IFIP events should be developed where in particular review process, selection of reviewers, acceptance criteria and related matters should be considered. Further, a procedure for the evaluation of compliance with the quality assurance procedure is foreseen, as well as measurements for assessing whether the goals were met. All of the above seems to be part of an ESS which has been seen as a necessary part of organizing and carrying out IFIP events helping event organizers and IFIP secretariat and accounting to carry out their respective functions and tasks efficiently.

The AMB will continue the work on ESS by drafting a system to be presented for discussion to the General Assembly 2007. The result of its work should be specifications and that further work should be done by a professional entity where the AMB would assume monitoring, coordination and supervision.

Any Other Business

The TC3 offered as a basis to build upon its paper handling system that has been developed further into a conference management system. The AMB was glad to have received this suggestion and will be happy to receive related inputs by those that consider their event support systems useful for a wider deployment.

4.7.2 Congress Steering Committee (CSC)

WCC 2008

Mr Brunstein reported in absence of OC and IPC chairs, that Mr von Solms had visited Milan and had discussed with the WCC 2008 organizers the new structure with industry-related streams which are organised "perpendicular" to TC related streams. Consequently, separate financial plans and separate publications (probably in industry-like magazine) are planned whereas the TC-related events will be published at SSBM. One stream will address "IT professionalism".

Concerning financial aspects, no changes were reported from OC chair. According to Mr Grafendorfer, number of participants with break even finances will be about 1.100.

WCC 2010

Mr Brunstein informed Council that bids were received from 5 IFIP Member Societies, offering 7 sites for WCC 2010:

Australia (ACS): site = Brisbane
 China (CIE): sites = Beijing, Shanghai
 India (CSI): sites = New Delhi, Hyderabad
 Portugal (APDSI): site = Lisbon
 South Africa (CSSA): site = Cape Town

In addition, 4 IFIP member societies informed IFIP that they would not bid (ACM, BCS, IEEE-CS, GI).

Concerning WCC-2010 Site Selection, CSC discussed related criteria. The following set of criteria was agreed as basis for CSC's suggestion to General Assembly:

- Financial comparability/plausibility
- Access costs for participants, complexity of access (visa)
- Involvement of TCs, MS involvement in TC
- Commitment of Member Societies (Congress C. vs MS)
- Involvement of authorities
- Nature/Motivation/plausibility of sponsors
- Experience with previous events

Mr Brunnstein informed Council that CSC had asked Mr Grafendorfer and Mr Brunnstein (as WCC 2010 Site Selection Committee) to visit bidding member societies and to prepare a report for CSC which will (after due discussion in CSC, including some rating) delivered to GA 2007 for decision about site of WCC 2010.

Mr Brunnstein informed Council that CSC accepted with regret that Mr von Solms left CSC temporarily, in order to avoid some conflict of interest (as he represents bidding CSSA in GA).

Matters Arising

Mr Brunnstein reported that Mr von Solms, Mr Engel and Mr Johnson had agreed to prepare a discussion paper for GA 2007 concerning the Mission of "Future of IFIP WCCs".

4.7.3 Developing Countries Support Committee (DCSC)

Mr Kim reported from the meeting of the Developing Countries Supporting Committee, which has been attended by Raymond Morel, Leon Strous and Dong Yoon Kim.

Review of Sustainable Development Program

IFIP has launched the SDP program for one year ago; until now there were not any applicant yet. DCSC would like to encourage once again all member societies and TCs to participate into this program. DCSC proposed to alleviate some requirements for the applicants, like

Nationality: Citizen of full member and regional affiliated members

Receiving organization: Any developing countries.

Council accepted the suggestion.

Matters Arising

DCSC has discussed the use of the DCSC funds that are available for TCs to be used to support speakers / participants from developing countries. The funds are not used to the extent possible and DCSC will address the TCs about this. In addition, DCSC will evaluate whether a different approach for using these funds is necessary.

Council accepted the suggestion.

4.7.4 Marketing Committee (MC)

Mr Avram reported in absence of Mr Laprie from the Marketing Committee Meeting. The meeting of MC has been attended by Chris Avram, Walter Grafendorfer, Raymond Morel and Niko Schlamberger.

Year 2010 special logo

A new logo was proposed to Council for use in and around the special 50th anniversary of IFIP, 2010 (please see <http://www.ifip.org/minutes/c2007/logo50.pdf>). MC recommended the following usages of the proposed logo:

- On the IFIP web site, from the end of WCC2008;
- In the “What is IFIP” PowerPoint presentation, immediately;
- In all WITFOR2009 materials, immediately;
- By all member societies, from the end of 2008.

MC expected such use of the new logo will maximise the exposure of, and profile of, IFIP’s special year, and avoid any confusion with prior events.

Because there is some rework on the logo necessary in order to show the evolution from 1960 to 2010, **Council decided** to wait with the proposed actions until the new logo is ready.

A new web site

Mr Avram informed Council that the secretariat has worked to produce a new architecture for the IFIP web site, which is based on a content management system (MAMBO) allowing

- Time critical items may be flagged and monitored to minimise outdated material;
- Delegation of responsibility for maintenance of content will be possible (for example the TC sites).
- Navigation is visible in the web browsers; people can be sent useful URLs for useful information.
- Minor navigation changes have been made.

Please note the URL <http://ifip.banet.at/>. MC recommended Council members to visit the site and send Eduard their feedback.

WITFOR2007

MC noted, with concern, the need to improve the information on WITFOR2007 on the existing IFIP web site. On the day of the meeting, even the minimal information was not available due to a “WIKI server failure”.

MC recommend urgent action on the WITFOR2007 web site, because WITFOR2007 can and should be a major positive marketing event for IFIP, the current situation is not only missing that opportunity, but MC believed it does IFIP a disservice.

TC web sites

Based on EB decision the secretariat has deferred the task of handing over to TCs web site maintenance of TC web sites. This will proceed once the content management system is bedded-in.

This project will take copies of existing TC web sites into IFIP servers; and hand over control and editing duties to the TCs.

IFIP Affiliation card

Marketing committee was not aware of any steps having been taken by EB toward the creation of an affiliation card. Such a card has been proposed for all GA members, TC members, and WG members.

MC recommend a card design be prepared by GA 2007, including

- IFIP's logo,
- The affiliate's name,
- The affiliate's unique identifier (such as email address or affiliation number,
- The affiliate's country of association
- IFIP contact information, including IFIP's URL, IFIP's official email address, IFIP's office address and phone number on the back of the card.

MC recommended a computer system, enabling the maintenance of current contact details of affiliates, be prepared. This would allow affiliate addresses to be maintained, in turn allowing cards to be mailed to affiliates by the secretariat.

As **Council** saw no benefit in the "Affiliation card" the project has been postponed. To acknowledge the work of the volunteers within IFIP it has been considered to equip leading members with IFIP business cards.

Council instructed EB to investigate the costs and to come up with a proposal at GA 2007.

Strategic projects

Marketing committee awaits resolutions in relation to the IFIP strategy. MC expected to be commissioned to undertake tasks in relation to Project 1 – Dissemination of high quality knowledge in ICT.

4.7.5 Member Society Relations Committee (MSRC)

Reports from Member Societies

Mr Brunnstein reported that

- IEEE-CS had a very successful 60th anniversary year 2006, with several events addressing important and historical developments.
- ACM will have its 60th year in 2007 but no special events are planned.
- BCS celebrates its 50th anniversary in 2007. There will be a 3-day history conference especially including the presentation of a reproduction of one Bomb (Turing's machine decoding German Enigma's war messages).

- KISS will host Agora meeting in June 2007, addressing Life Long Learning and Digital Solidarity Fund. In Korea, numbers of students decrease and the quality of computer society students has to be improved. KISS has also established a task force for IT education.
- In Germany, 2006 was “Year of Informatics”, supported by German Federal government and organised by GI (together with ITG). Among about 100 events (more than in the previous “Einstein Year of Physics”), Chancellor Merkel chaired a special event on The Role of IT in Germany. Following related activities, German Government started a program to support IT development with significant financial investment. Concerning harmonisation of CS curricula, all German universities have now Bachelor and Master degree curricula, with traditional “Diploma” running out in next years. Participants confirmed the importance of harmonisation of IT education.

IFIP Strategy discussions and MS

Mr Brunnstein reported that due to the small numbers of Member Societies present, there was only a short discussion. Member Society representatives agreed that IFIP should make more efforts in supporting dissemination of information to MS, and also to support cooperation of Member Societies in dedicated projects (such as Professionalism and IT).

IFIP Projects

Mr Brunnstein informed Council that IFIP’s project “Professional Practice Programme” and also “AGORA” were discussed at MRSC meeting and were regarded as prototypes of improved cooperation and information flow between IFIP Member Societies and IFIP (esp. TCs). About content of the projects are described elsewhere within these minutes.

4.7.6 Publications Committee (PC)

Mr Turner reported from the Publications Committee:

Copyright form

Examples of copyright forms from two IFIP Member Societies were distributed to the committee. An updated and improved IFIP form will be developed by the PC Chair and sent to the committee members for discussion and approval. The intent is to report the use of the new form to the GA during its 2007 meeting.

Copyright policies

Mr Turner reported that two difficulties in producing a copyright form are that there is no statement of copyright policy by IFIP, and IFIP does not hold the copyright for all “IFIP” publications (e.g., journals). A policy will be drafted by the PC Chair and distributed to the committee for discussion and possible adoption by email. After adoption the policy will be submitted to the TC Chairs for comment and possible approval, and GA will be invited to endorse the policy. The policy will be only for IFIP-held copyrights.

Revised information and procedures for authors and editors

This item was included in the Publisher’s report below.

Mr Turner presented the next actions for Publications Committee:

1. to prepare a report and recommendations relative to publications pricing and royalty distribution and distribute to committee members. (Turner)
2. to provide suggestions on possible colour alternatives for book covers. (Brais)

3. to prepare and circulate a draft of a revised copyright form. (Turner)
4. to investigate the electronic submission of copyright forms. (Turner)
5. to prepare and circulate a draft statement of IFIP publication policy. (Turner)

Council agreed

Publisher's Report

Ms Brais reported that in 2006 34 books and in 2007 2 books have been published. There are currently 20 books scheduled for 2007.

WCC 2008

Ms Brais informed Council that preliminary discussion between the Publisher and IFIP have started and reminded Council that the sooner the preparations begin for publishing the WCC 2008 volumes, the better it would be.

Revised Volume Editor Instructions

As discussed at the IFIP GA 2006, the Publisher has compiled a set of instructions and additional materials. The new instructions are made to help to ease the transition from Volume Editor to Volume Editor as proceedings are published over time (These new documents can be seen soon at the IFIP Series Page).

Springer Link

Usage Statistics: The Publisher was pleased to report that the IFIP Series finished 2006 with 20,548 full-text downloads. This represented an increase of about 378% in downloads since end of 2005. This usage statistics will work to help the citations and recognition of the IFIP Main Series.

Google Partnership: **Ms Brais** reported that Springer has teamed with Google to hone the metadata on its SpringerLink site, so that it better complies with the Google Search engine. Further, Springer has let Google index SpringerLink and the full-text of all PDF articles found in SpringerLink. In return, Springer has allowed Google to place relevant ads along the side of some SpringerLink pages. Users can search selected content of a Springer book when going to Google Book Search. They are then presented with links to the book on Springer's website, where the book can be purchased.

The Publisher expressed that this provides a great marketing opportunity for the IFIP Series, as well as an indirect advantage towards improving IFIP citations.

IFIP Online Bookseries: The publisher informed Council that the Springer eBook Collection was awarded the prize for the Best STM Information Product of 2006. The Springer eBook packages include the IFIP Main Series.

IFIP Open Access Plan

Ms Brais reported that the Publisher worked on a plan to enable continued free access to the IFIP Series through restructuring the current bulk sale grid and providing a new online-only publication option for smaller conferences (full report is at: <http://www.ifip.org/minutes/c2007/PuplRep.pdf>).

Marketing

Ms Brais informed Council that Springer's marketing team is in the process of planning an e-campaign for the IFIP Series in the second half of 2007, featuring an e-newsletter and online promotion. More details will be available at General Assembly in August.

IFIP Journals: Education and Information Technologies

Ms Brais reported that the journal continues to publish on time for 2007. There is a special WCC 2006 issue planned for publication in 2007, edited by J Turner and D Kumar. The publisher encouraged TC3 and other interested communities to urge their members to submit papers to EAIT at www.edmgr.com/eait. Downloads for 2006 climbed to 17,833 – topping both 2004 and 2005 levels.

Financial

Ms Brais 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
January—June 2006	\$246,597.82	€199,349.70	25
July—December 2006	\$310,264.27	€248,367.30	9

- Sales of IFIP titles in the second half of 2006 totalled nearly 250,000 Euro (\$310K+). The total sales for the year amounted to €398,125 (\$490K+).
- Bulk sales accounted for slightly over 20% of the revenue in 2005 revenue. In 2006, bulk sales accounted for approximately 28% of the revenue.
- Royalties paid to IFIP for the IFIP Series totalled €15,669.77 (\$19,383.69) for the first half of 2006, with a total of €41,149 (\$51,181.44) paid to IFIP for the year.
- Royalties paid to IFIP for the IFIP-LNCS series totalled €20,919 for the first half of 2006, with a total of €57,580 paid in royalties for the year.

Projection

Springer had currently 2 books published for 2007, with 20 additional titles currently expected. **Ms Brais** asked TC Chairs to examine closely the list at <http://www.ifip.org/minutes/c2007/Publ-AppA.pdf> and alert her to projects not listed; she also asked to recruit conference organizers to publish in the IFIP series.

Ms Brais reminded Council to note that sales on the more recently published titles (including WCC titles) are not yet included. IFIP should expect to see greater revenues for the second half of 2006.

4.7.7 Digital Library

Mr Turner reported that in Publications Committee following the official business meeting, there was a closed meeting of PC members who are not associated with potential outsource providers for an IFIP DL. Also attending were the IFIP Head of Secretariat and the IFIP President-elect. This meeting produced a confidential memo to the IFIP President containing a detailed analysis of options and proposals for implementing an IFIP digital library. **The President** thanked Publications Committee for their work to analyse the proposals and options.

A task force will be established by the President / President Elect with the task to look into open questions in the proposals and to come up with a proposal for EB in June 2007.

4.8 Technical Issues

4.8.1 Technical Assembly

Mr von Solms presented his report as Chairman of Technical Assembly. The Chairs of TC-1, TC-3, TC-5, TC-9, TC-10, TC-11, TC-12, TC-13, TC-14 (represented by vice-chair Mr Rauterberg) Ms Bishop (WCC 2008) attended the TA meeting. Apologies were received from TC-2, TC-6, TC-7, TC-8.

Minutes of previous GA meeting (minutes of GA 2006 in Santiago, item 4.8)

WCC event proceeds to TCs (p 30 of the official minutes)

TA requested that a new agreement be drafted with respect to the event proceeds for TCs participating in a WCC. Despite the request of TA, no new proposal has been circulated yet. Since clarity about this issue is one of the elements in the motivation for TC members to participate in WCC 2008, TA strongly requests from EB that such a proposal is drafted and circulated before end of April.

Financial reporting to TCs (p 30)

TA reiterated its statement that with respect to further improvements in the accounting system, no progress has been made to the knowledge of TA. The current reporting to the TCs, although valuable in itself and an improvement, the information provided does still not provide sufficient details to quickly analyze deviations in trends and budgets. TA requests from EB to work on this with priority and provide a proposal for improvement at GA 2007 at the latest.

IFIP Schools (p 31/32)

Mr von Solms reported that there is an interest from TC-2 and TC-6 to organize an IFIP School in Addis Ababa, connected to WITFOR 2007. TC-13 will discuss this in their next meeting. TC-12 is considering organizing an IFIP School. Three working groups of TC-9 and TC-11 are organizing an IFIP School in Sweden. TC 2 is organizing an IFIP School in Cape Town in April 2007.

Reviewing of Aims and Scopes (p 31)

Reviewing the aims and scopes, which are published in the bulletin and on the web, should be a periodic exercise for the TCs and WGs. TCs are requested to check the status of their aims and scopes.

Professional (Expert speakers) (p 31)

TC 13 has worked on this aspect, and a framework is available on the TC 13 site.

Website hosting (p 33)

This issue is still open. The inventory among TCs to indicate their interest resulted only in a limited response. TA was surprised about the lack of progress on an issue that cannot be difficult from a technical point of view. Some TCs like TC-12 and TC-13 inform TA that they have very adequate (new / renewed) websites that include facilities for remote content management. Easy to build, easy to use. TA requested EB to give priority to the website project. TA / TCs are offering their expertise and assistance to this project.

Archive material (p 33)

TCs are reminded to send archive material to the IFIP Secretariat.

TC reports

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

TC-14 submitted proposals to establish two new working groups: WG 14.6 Interactive TV and WG 14.7 Art and Entertainment. TA approved the establishment of the two new working groups.

*Strategic future of IFIP**IFIP Strategy document*

Mr von Solms informed Council that TA was very positive about the new document. One important concern is expressed with respect to the necessary resources for the implementation of the projects. In order to make the projects happen, the major member societies need to be involved and a "champion" for each project should be found. If necessary, TA was of the opinion that, if necessary, expertise to manage the projects should be "purchased".

A few suggestions for enhancement will be included in the next version.

IFIP EB / Council restructuring proposal

TA welcomed the proposals and finds this a major step in the right direction to lay the basis for enabling the strategic objectives to be achieved. In general, TA supported the proposals. It was felt that the role of working groups should get more attention.

WCC 2008

The international program co-chair, Prof. Judith Bishop, had presented the status of preparations and communication with respect to the part of the program that will be filled with parallel conferences of TCs and WGs. Guidelines and requests will be circulated to all TCs.

WCC 2010

TA was positive about having a jubilee event in 2010. TCs were willing to contribute but were of the opinion that this opportunity should be taken to take a different approach (maybe even use a different name) and make this a really different type of

4.8.6 TC 6 Communication Systems

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

Forthcoming business meetings:

TC 6 May 18th - 19th, 2007

Atlanta, US

TC 6 Sep 28th - 29th, 2007

Borovez, Bulgaria

4.8.7 TC 7 System Modelling and Optimization

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

Forthcoming business meetings:

TC 7 July 23rd – 27th, 2007

Cracow, Poland

4.8.8 TC 8 Information Systems

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

No report has been submitted.

4.8.9 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 28th, 2007

London, UK

4.8.10 TC 10 Computer Systems Technology

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

Forthcoming business meetings:

TC 10 April 16th, 2007

Nice, France

4.8.11 TC 11 Security and Protection in IP Systems

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

The President congratulated TC-11 to the start of the new journal “Critical Infrastructure Protection”

Forthcoming business meetings:

TC 11 May 13th, 2007

Johannesburg, SA

4.8.12 TC 12 Artificial Intelligence

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

Forthcoming business meetings:

TC 12 Sept 2007

4.8.13 TC 13 Human-Computer Interaction

Ms Pejtersen presented the new website of TC-13.

Forthcoming business meetings:

TC 13 March 27th – 28th, 2007

Salamanca, Spain

TC 13 Sept 9th, 2007

Rio de Janeiro, Brazil

4.8.14 TC 14 Entertainment Computing

URL: <http://www.org.id.tue.nl/IFIP-TC14/>

Forthcoming business meetings:

SG 16 June 14th – 17th, 2007

Salzburg, Austria

4.9 AoB

Mr Shadbolt from the British Computer Society (BCS) gave a presentation about “Public Engagement a Global Challenge” (Full presentation can be found at <http://www.ifip.org/minutes/c2007/Public-Engagement-IFIP.ppt>).

4.10 Future Meetings

2007	GA	August 24 th - 27 th (following WITFOR 2007 in Addis Ababa, Ethiopia from August 22 nd - 24 th , 2007)
2008	Council	February 27 th - March 1 st 2008, probably Amsterdam
	GA	September 10 th - 13 th , 2008 (following WCC 2008, Sept 7 th - 10 th 2008 in Milan, Italy)
2009	Council	March 2009, Open for invitations
	GA	September 2009 (potentially following WITFOR 2009)

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

4.11 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.