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A T T E N D A N C E

Council Members Present

A. Rolstadås	President
H.L. Funk	Vice-President
A.W. Goldsworthy	Vice-President
K. Bauknecht	Vice-President
A. Balasubrahmanian	Vice-President
A. Melbye	Treasurer/Consultant
G.J. Morris	Secretary
A. Alvarez	Trustee
D. Dolan	Trustee
G.R. Fairall	Trustee
W. Brauer	Trustee
M. Tienari	Trustee
W. Grafendorfer	Trustee
M. Ozeki	Trustee
D. Khakhar	Trustee

TC/SG Chairmen Present

O. Spaniol	TC 6
P. Thoft-Christensen	TC 7
G.B. Davis	TC 8
K. Brunnstein	TC 9
E. Hoerbst	TC 10
R. Meersman	TC 12
B. Shackel	TC 13
J. Gruska	SG 14
M. Novak	SG 15

TC Chairmen Absent (with apologies)

P. Poole P.	TC 2
Boilerslev T.	TC 3
Mikami W.J.	TC 5
Caelli	TC 11

W3 Chairman Present

P. Berleur	WG 9.2
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Committee Chairmen/Officers Present

P.A. Bobillier
H. Zemanek
K. Kaiser
R.P. Uhlig
P.P. Gupta
P. Nedkov
J.L. Rosenfeld

SBC Chairman
IFIP Historian
C 94 OC Chairman
C 94 PC Chairman
C 96 PC Chairman
Contracts Officer
IFIP Newsletter Editor

Observers Present

J.E.D. Navez
P.E. Gennart
M. Bosco
R.G. Johnson
M. Gottlieb
C. Guy Ute
Brauer
F. van Drunen
N. Tomii

President FAIB-FBVI
Secretary FAIB-FBVI Comm.
European Communities U.K.
GA Member Member -
Finance Comm. Member -
Marketing Comm. Member -
C 94 OC " Elsevier/N-H
Assistant to M. Ozeki

Special Invitee

Stephanie Smit

Elsevier/N-H

In Attendance

Gwyneth Roberts

IFIP Secretariat, Geneva

Secretariat

P. Caufriez
Germaine Latteur
L. Verhellen

Ecole Royale Militaire
Ecole Royale Militaire
Ecole Royale Militaire

1. CALL MEETING TO ORDER

The **President** opened the Council Meeting and greeted all participants. He expressed his appreciation to the Belgian Member Society, FAIB-FBVI, Mr. Navez (President) and Mr. Gennart (Secretary) for hosting the Council and Related Meetings.

Mr. Gennart welcomed everyone and trusted the work would be rewarding and the stay in Brussels enjoyable. **Mr. Navez** later indicated that it was 25 years since an IFIP Council Meeting had been held in Brussels (3-4 March 1969). FAIB-FBVI had been established in 1974 and had succeeded SOGESCI (one of its six Members and a Founder Member of IFIP) as the Belgian representative **in** IFIP.

The **President** introduced Mr. Johnson, the new British Computer Society GA representative, whom he had invited as an Observer; Mr. van Drunen, who would henceforth handle the IFIP publications matters at Elsevier/N-H, and the TC 5 Secretary, Mr. Kimura, who was representing the TC 5 Chairman.

The **President** introduced Mr. Michel Bosco of the Commission of the European Communities who expressed his pleasure that IFIP was holding the Council Meeting in the capital of Europe and that the next World Computer Congress would also take place in Europe. IFIP's and CEC's common interest in information technologies was a good reason for **him** to be present and listen to the Council discussions. **Mr. Bosco** knew that IFIP and CEC were working on some similar issues on how to increase contact and information flow with the former Eastern European Block so that those countries could benefit from and join, in a more extensive way, in world progress. He also gave a briefing on CEC's concern in respect of the developing countries and referred to the CEC "Keep-in-Touch" (KIT) project.

The **President** thanked Mr. Bosco for his address and advised Council that he had had a meeting with CEC the prior day in order to obtain some support for the Congress, and looked forward to a close co-operation with them.

Mr. Morris announced that all Council Members were present and apologies for non-attendance had been received from Messrs. Poole/TC 2 Ch., Bollerslev/TC 3 Ch., Mikami/TC 5 Ch. and Caelli/TC **11** Ch.

2. APPROVAL OF AGENDA

Council unanimously **APPROVED** the Agenda.

3. APPROVAL OF PREVIOUS MINUTES (C2 TOKYO 93)

Council unanimously **APPROVED** the Tokyo Council Minutes.

4. EXECUTIVE BOARD REPORTS

4-1 Report of the President

The **President** advised that he had appointed Mr. Johnson as a

member of the Activity Management Board.

The President said "you will realize we have a special invitee, Stephanie Smit of Elsevier/N-H. Our contract will cease with that organization at the end of the year and we have signed a new agreement with another publisher". Addressing Mrs. Smit, the **President** said "you have been handling our IFIP publication busir since 1974 **in a** very efficient way and your service has greatly surpassed any expectations. You are an extremely charming person who makes things happen and we have developed a deep friendship with you and considered you as one of the IFIP family. Your devotion to IFIP, including the enormous amount of time you have put into monitoring our TC Chairmen and the assistance you have always given at our Council and GA Meetings, will not be forgott I am really sorry that you are leaving us and you will be remembered for ever. We will not let you go without a token of our appreciation". The **President** presented Mrs. Smit with a Swiss wrist-watch. Council gave an overwhelming **OVATION**.

The **President** said IFIP had to be moved in a different way. A number of memos for initiating discussions and decisions in respect of a "new" IFIP had been circulated to Council Members in advance of the Meeting and would be handled as separate items on the Agenda.

4.2 Report of the Secretary

Mr. Morris drew attention to his report which dealt mainly with Membership issues. He recalled the new Members that had been voted in at the last GA (refer Tokyo Minutes, page 30) and announced that both CLEI and Argentina had been transferred from Full to Corresponding Members. Iraq and New Zealand, respectively Full and Corresponding Members, had withdrawn. Cuba, Yugoslavia and WARCS had been terminated. Greece, Nigeria, Russia and ARCC were in suspension. Portugal and Spain had lost their voting rights, according to the new rule, due to being in arrears with Dues payments. Messrs. Sendov and Nedkov were continuing their contacts with the countries of the former Soviet Union in an attempt to bring them into the IFIP family.

Mr. Morris said that the 'Continuing Action List' appeared to be little used and he had dispensed with same. However, he would appreciate any comments from Council Members as to what they would find useful. **(A)**

4.3 Report of the Treasurer

Mr. Melbye referred to his report TREAS-1 and advised that the outcome of 1993, after proposed write-offs and before funds provisions, was a deficit of less than CHF 2,000 which was better than he had anticipated in his report to GA 93, and an improvement in relation to the budget indicating a deficit of CHF 50.000. 1993, from a financial viewpoint, could be considered as acceptable.

Mr. Melbye drew attention to his nine pages of figures, presented

in the same format as used for the last few years. There was one new feature which he considered quite important - being the preparation effected by Gwyneth Roberts immediately after year-end which enabled the accounts to be submitted to the Author in late January with the consequence that we received a draft report from him (TREAS-2) in mid-February which would only be adjusted in accordance with any decisions taken by Council.

(Kindly note mentioned figures have been rounded off.)

Mr. Melbye referred to page one of TREAS-3. Income of CHF 567,000 was slightly over the budgeted figure of 543,000. IFIP had a Mandate with the Swiss Bank Corporation, London and 1993 had given a much better return than budgeted, an increase of CHF 44,000. Royalties from publications and proceeds from activities were not as high as had been anticipated. Expenses of CHF 569,000 were below budget **by** CHF 24,000. The General Fund amounted to CHF 1,164,000 at the end of 1993 and was thus in line with the previously-established policy that it should represent two times the expense level of the year in question. Pages two - six went into detail on the various income, expense, asset, liability and fund figures. **Mr. Melbye** underlined that there were significant differences in the TC fund balances. TC 6 had always been in the lead and had increased its position to CHF 75,000, followed by TC 10 with CHF 34,000 and TC 8 with CHF 32,000. The other TC's were in the ranges of CHF 12,000, 11,000, 6,000 and zero.

Referring to TREAS 4, IFIP Membership Dues as per 31 December 1993, **Mr. Melbye** indicated proposed write-offs in respect of Cuba, Iraq, Yugoslavia and WARCS totalling CHF 18,000.

TREAS-5 - IFIP Portfolio Valuation Report as per 31 December 1993.

TREAS-6 - IFIP Event Financial Report 1993 as per 31 December 1993 showed that a WG 8.2 Conference which had taken place in 1987 had finally transferred proceeds of CHF 2,000 to IFIP in 1993 thanks to the endeavours of TC 8 Chairman Davis.

Mr. Melbye moved that Council recommend to General Assembly to adopt the accounts as presented.

Council unanimously **ADOPTED** the Accounts.

Mr. Melbye referred to the 1994 budget and saw no reason to propose any adjustment for the time being. He firmly urged all budget holders to keep a tight control over their expenditures. **(A)**

Some Dues changes were envisaged, also a special one-time arrangement in respect of the TC 10 Fund. These matters would be presented by the Finance Committee Chairman during his report.

The **President** congratulated Mr. Melbye on his continued, untiring efforts in respect of the IFIP finances.

4.4 Other Subjects Selected during the Executive Board Meeting

The **President** stated that the subjects would be discussed when they arose on the Agenda.

However, he would take the opportunity of mentioning the procedure for the Auerbach Award. He had received several nominations which would be evaluated by the Executive Board and, hopefully, a winner would be found. EB would like to keep the name confidential until the Congress.

5. SECRETARY-GENERAL APPOINTMENT

The **President** referred to the lengthy discussions which had taken place during the last Council and GA Meetings in Tokyo in respect of creating the position of Secretary-General. GA had finally voted in favour of same.

The **President** informed that, under date of 21 September 1993, he had written to all GA Members calling for applications for the position of S-G. The Executive Board had reviewed those which had been received (and, of course, kept confidential) and had finally decided that perhaps it was a better idea to postpone the appointing of a S-G and to, instead, have a Consultant who could start looking into the relocation of the IFIP Secretariat and all the issues involved with same. EB was in agreement that the S-G should mostly work with external relationships.

Mr. Melbye had been selected as the Consultant as it was felt very necessary to have someone with a very good knowledge of IFIP and he had commenced his task at the beginning of the year. He had been asked to concentrate initially on a review of IFIP's administrative procedures and costs with a view to improving operational efficiency. The review would address the operations carried out by the Secretariat, its staffing and location. He had also been asked to prepare a plan as to how the S-G should work to reach the goal of better internal operation and external understanding and particularly how IFIP finances should be secured and improved on a long-term basis.

The **President** called upon Mr. Melbye to present his report on the Workplan for the Secretary-General.

Mr. Melbye drew attention to his lengthy document (CONREP - 2) and suggested that the Workplan for the S-G be oriented towards identifying which information was considered relevant for the various entities within and around IFIP, and towards improving the communication of such information. The time horizon for the Workplan was two years.

He saw the main role of a S-G as a facilitator for IFIP operations - assisting the organizational entities in IFIP (Assemblies, Boards, Committees, Task Forces and Working Groups).

It was evident that the S-G must be closely related to the IFIP Secretariat and take responsibility for its staff and work. He should also be closely related to all other entities in IFIP, including, as far as possible, even the Member Societies.

Mr. Melbye referred to his suggestion **1) Activities to improve internal operations** and, in the event that the recommended transition of the Secretariat would be approved, the S-G should assist in implementing the transition, selecting and introducing a new Administrative Manager and the upgrading of office technology. Suggestion **2) Activities for improved external understanding** included monitoring communications with Member Societies and encouraging closer contact between event organizers and the MS. He drew particular attention to suggestion **3) Activities for improved financial performance**.

Mr. Melbye summarized that the first, short-term activity of the S-G should be to assist the Executive Board in providing information on the future relations between the S-G and, in particular, the Executive Board Members, Secretariat staff, Standing Committees, Technical Committees, Working Groups, etc. and Member Societies.

Mr. Melbye understood that it was expected to maintain the elected positions as Treasurer and Secretary which might cause some confusion. Therefore, it was important that the areas of responsibility be clearly defined.

(n.b. Mr. Melbye's report went into much greater detail than is referred to herein.)

Following a long discussion, the **President** put forward the following proposition:

Council continues to support the case for a part-time Secretary-General, but endorses the extension of the Management Consultancy contract until the end of the General Assembly in 1995. (The principal responsibility will be planning and negotiating for the transfer of the IFIP Secretariat and the implementation of agreed plans.) The Consultant will continue to report to the President who will be assisted by a "Transfer Working Group" appointed by him which will provide appropriate advice and guidance to him and to the Consultant.

Council unanimously **ACCEPTED** the proposition.

6. CONSULTANT'S REPORT

As outlined in the President's letter of 17 December 1993 to General Assembly Members and as reported under Agenda item 5 (paragraphs two and three), Mr. Melbye had been appointed as Consultant and had commenced his mandate at the beginning of the year for a period of six months.* The initial task had been defined as "A review of IFIP's administrative procedures and costs with a view to improving operational efficiency and a reduction in annual costs of not less than 15%. The review would address the operations currently carried out by the Administrative Secretariat, its staffing, and its location."

(* refer to Council decision under Agenda item 5 contract extended until the end of the General Assembly in 1995)

Mr. Melbye addressed his extensive report (CONREP - 1, with nine supporting enclosures) and pointed out that the Secretariat was not mentioned in the Statutes and Bylaws, but referred to in the Standing Orders under items 1.3 (The Administrative Secretariat reports to the IFIP Secretary and Treasurer and executes the administrative and secretarial work of the IFIP Federation.) and item 4 which outlined its Overall Mission.

In 1971, the General Assembly decided to establish its own Secretariat in Geneva with a full-time employee. There were several personnel changes and the situation settled in January 1975 when Gwyneth Roberts took over. In 1986, the workload had increased to such a level that it was decided to engage a full-time assistant and move to new and larger premises which was the current domicile of the Secretariat. After two personnel changes (due to family problems), Mrs. Lawson joined in July 1988 as a 90% employee.

The costs of the Secretariat had always been a major expense item for IFIP. Enclosure 3 showed that during the last three years, the annual costs of the Secretariat had been fluctuating around CHF 400,000 which was almost three-quarters of IFIP's total expenses. The Dues income (which was supposed to cover the Secretariat costs) now covered slightly less than two-thirds.

Mr. Melbye drew attention to the heavy work-load and high variety of tasks at the Secretariat (job descriptions outlined in Enclosure 5) including the organization of Council and GA Meetings, the preparation and distribution of general purpose documents (very time-consuming), the financial and accounting operations, the maintenance of mailing lists and activities, the files and archiving and, in particular, the handling of the Events Database which had been transferred to the Secretariat. The quality of the work effected by the Secretariat was perceived as high and everybody who contacted the Secretariat was treated very politely and with a service-minded attitude. **Mr. Melbye** went into further detail and mentioned that the electronic mail system at the Secretariat appeared to be rather primitive and should be looked into.

(A)

As advised previously, the Administrative Manager would reach the official Swiss retirement age in February 1995 and a successor had to be sought who, apart from managerial ability, would be motivated to apply appropriate office technology.

Mr. Melbye referred to the location of the Secretariat. The current offices totalled 70 square metres in the centre of Geneva with a 20 square metres cellar rented nearby. He advised that in view of the high cost level in Geneva, Executive Board had asked him to look into the issue of re-locating the Secretariat either elsewhere in Switzerland or in another country.

Many factors had been taken into consideration, including the possibility of co-operating closely with a Member Society which, however, called for caution. Finally, he had ended up with a shortlist of four countries, Switzerland, Austria, U.K. and U.S.A. The GA Members for the selected countries had been subsequently contacted and asked to provide cost estimates in respect of premises, salary levels, communication expenses, etc. (per Enclosure 9).

Mr. Melbye advised that he had been approached by Mr. Grafendorfer to visit Vienna and meet with Dr. N. Rozsenich at the Ministry of Science and Research from whom he had received a letter dated 17 January 1994 suggesting the possibility of establishing the Secretariat in Laxenburg where IFAC and IIASA were located. **Mr. Melbye** said he had visited Vienna on 31 January - 1 February (at no cost to IFIP). Dr. Rozsenich had informed him that the Austrian government would be willing to provide direct and long-term support to IFIP in the same way as had been given to IFAC since 1978 (per Enclosure 7) which comprised free premises in Laxenburg and an annual contribution of approximately CHF 36,000 to assist IFAC in its activities. Dr. Rozsenich also offered a co-operation agreement with the Austrian Academy of Science which would act as the employer of the staff of the IFIP Secretariat and assume all responsibilities resulting from labour, social security and fiscal regulations (per Enclosure 8). IFAC had no restrictions in its autonomy and reimbursed the Academy for all the expenses resulting from the employment of staff on a quarterly basis.

Mr. Melbye stated he had visited some of the potential premises in Laxenburg and had learned from the IFAC staff that there was no inconvenience in commuting from Vienna nor concern in respect of limited banking and office supplier facilities in Laxenburg.

He had made a rough estimate of the expenses for an IFIP Secretariat in Laxenburg and, taking into account the offered support, had reached a cost level of about 30% lower than the current level in Geneva.

Mr. Melbye commented on the other locations and various opinions were put forward, some Council participants feeling it would be more advantageous to re-locate to the U.S.A. or to the U.K. **Mr. Funk** said he had been concerned with the fact that governments change and, therefore, if Austria were chosen, a long-term contract should be drawn up. However, he had been assured by Mr. Grafendorfer that there had been no problems in respect of IFAC which had been in Austria for many years, with government changes, despite its original contract for ten years.

The **President** pointed out that there were other advantages in re-locating to Austria - e.g. the nearness to IFAC, a similar-type organization.

Mr. Melbye recommended that Council authorize the Executive Board to make the necessary preparations to move the Secretariat to Laxenburg by 1 January 1995 provided the negotiations were successfully concluded, and to find a new Administrative Manager to be employed from 1 December 1994 and take over by 1 January 1995.

The **President** underlined that the Executive Board had discussed the report of Mr. Melbye in detail and were very appreciative of the great amount of work it had entailed in a short period of time. Taking into account the various observations which had been made, he put forward two motions:

"This Council authorizes the President and his appointed representative/^ to enter into formal negotiations with the Federal Ministry of Science and Research of the Republic of Austria and with the Austrian Academy of Sciences on agreements concerning the provision of accommodation and other support for the relocation of the IFIP Secretariat to Laxenburg, near Vienna, Austria."

"Council requests the Executive Board urgently to conduct a mail ballot to secure the agreement of GA Members to the proposed move to Laxenburg, in accordance with the President's commitment in Tokyo (GA Tokyo Minutes, page 17, paragraph 4)."

Council **ACCEPTED** the two motions, 13 in favour and one abstention.

7. NEW PUBLICATIONS CCNTRACT

Mr. Brauer referred to his report and advised that the President had signed a contract in mid-February with the new publisher, Chapman & Hall. Four of their representatives had been in Brussels and had participated in the Publications Committee Meeting, etc. **Mr. Brauer** underlined the highlights of the contract:

- C&H were willing to publish in all areas of IFIP's publication spectrum and would publish all books offered by IFIP, if from a marketing point of view this was feasible.
- C&H would propose to IFIP an overall design for the IFIP books, but would also try to make possible design features appropriate to the nature and audience of each publication and each TC/SG.
- C&H would appoint dedicated production editors for the different IFIP books and would have appropriate commissioning editors to work closely with the TC's and SG's.
- C&H would publish (free of charge), not only the IFIP Newsletter, but also the IFIP Information Bulletin.
- C&H guaranteed to IFIP an income of at least CHF 100,000 for the first year and CHF 135,000 for the second year.
- IFIP had to offer at least 30 producable books per year.
- C&H were willing to move into the electronic publishing field together with IFIP and were open for Journal proposals.

Mr. Brauer said a long discussion about the details of the on-going co-operation between Elsevier/N-H and Chapman & Hall had taken place. IFIP now had with E/N-H the "Transactions" contract. There were a number of Conferences this year which had no possibility of being published by E/N-H and the new publisher would take them over.

8. IFIP CHALLENGES AND GOALS

The **President** drew attention to his document which had been mailed out to Council Members at the end of January 1994.

He underlined IFIP's current major problems: the Federation ran with a financial deficit, the WCC was losing its position as the major world event for computer professionals in industry and academia, IFIP failed to prove its usefulness to its Member Societies, the quality of IFIP activities was being questioned by some people, the generation gap (IFIP had failed in continuously renewing its core of contributors - young computer professionals sought other organizations in order to obtain merit and develop international relations), IFIP was not always seen as truly international, but more European-oriented.

The **President** called upon Council to endorse the following seven priority items or goals for the next three years:

- Enhance operation of IFIP. This goal includes activities that will enhance the external visibility and influence of IFIP. It will aim at making IFIP a more streamlined and professional organization in all its activities. It will change IFIP from an organization that works on a "two weeks twice a year"-basis to an organization that can effectively work on a continuous basis. This goal will also include activities that will improve IFIP quality.
- Improve Member Society relationship. This goal includes development of products that are useful to the Member Societies. It also includes improved contact and communication with the Member Societies. The Membership coverage in various geographical regions should be increased.
- Enhance the operation of TC's and WG's. This goal includes an improved relationship between the IFIP Executive and the TC and WG Chairmen. It is necessary to create incentives to improve the operation of the TC's and WG's and to create a mechanism so that they develop joint IFIP policy and feel more strongly committed to IFIP rather than operating as self-contained Groups.
- Close the generation gap in technical bodies. This goal includes actions that will increase participation of younger people in IFIP TC's and WG's.
- Increase participation from industry. This goal includes actions to increase participation of leading industrialists in IFIP TC's and WG's.
- Improve Congress performance. This goal includes development of a new Congress format that will attract a larger audience and that will maintain a reputation of high-quality associated with the IFIP name.
- Improve financial position. This goal includes all actions that can influence both the income side and the expense side of the IFIP budget.

The **President** added that he had started to visit some of the Member Societies to get more involved with the Presidents and Executive Directors in an attempt to strengthen the ties between them and IFIP. He would continue this process as time permitted.

Many observations were made by the Council participants, including the idea of an IFIP partnership with the Member Societies, financial sharing, alteration of the Congress cycle, studying if IFIP had the correct TC's and WG's, etc. **Mr. Goldsworthy** stated that whenever there was an IFIP TC/W3 activity in Australia, his Society (ACS) became very involved and the event was operated as a partnership. He urged this practice to be carried out in all the Member countries. (A)

Council unanimously **ENDORSED** the seven priority items or goals for 1994 - 1997.

9. MEMBERSHIP OF IFIP

The **President** drew attention to his document which had been originally circulated to the Executive Board. Following input, he had revised same and mailed it out to Council Members at the end of January 1994. The **President** stressed that he hoped the contents did not sound as though they had been pre-determined and called for discussion.

The document outlined a proposal for a future Membership structure in IFIP. The goal was to enhance the IFIP visibility and international penetration. It outlined four main categories of Membership: Societies (Full, Affiliate, Associate, Corresponding and Regional), Institutions, Individuals and Ex-Officio.

In respect of the idea of admitting more than one Full Member Society per country, there were mixed feelings. **Mr. Ozeki** recalled that IFIP was created under the auspices of Unesco. In Japan, IFIP was considered as an UN in the world of IT professionals. If IFIP were to admit multiple Members from one country, it would imply that IFIP was just one of the ordinary international organizations of IP. He feared that the Japanese people would lose their eagerness to co-operate with IFIP. Maybe it would be the same for the other Asian countries. As AC Chairman, **Mr. Ozeki** said that the conditions to approve a second and third Society from one country would become quite difficult. **Mr. Bobillier** was neither for nor against the suggestion. Maybe, in a very large country there would be reasons to do so. However, if the idea were to be adopted generally, instead of bringing together the communities, it would encourage them to fight- If IFIP could help to decrease animosity, it would be good for the Federation. **Mr. Johnson** advised that in CEPIS, Germany and France had two Members which was a doubling of the European presence. **Mr. Grafendorfer** considered that **if** this idea would be finally envisaged, it should be discussed within the Member Societies.

Affiliate Membership should be given to Societies in a specialized field or to general multi-national Societies- They should pay Dues and have the same rights as a Full Member with regard to representation on GA and in the TC's. However, they should not vote on Statutes and Bylaws.

The **President** indicated that most of the current Affiliate Members were inactive and the Executive Board felt that if a modest amount of Dues were requested and they were given the mentioned rights, this would encourage more active participation. Most of the observations made were in favour of that concept.

The **President** moved that Council ask SBC to look into the issue of extending the rights of the Affiliate Members and to check if anything needed to be changed in the Statutes and Bylaws to allow for Dues to be collected from them.

Council **ADOPTED** the motion, with one abstention. (A)

Mr. Rosenfeld queried if any Member could act as SEARCC did - withdraw as a Full Member and return as an Affiliate Member with reduced Dues. The **President** replied that this possibility was only open to a multi-national Society, but not to a national Society.

Mr. **Fairall** wondered if there would be any merit in consulting the current Affiliate Members. The **President** considered he could write to seek their advice. (A)

There was no discussion in respect of Associate, Corresponding and Regional Membership which the Executive Board had decided to retain.

In respect of Institutions - a new category of Members to allow for sponsorship, it was suggested to have Full and Associate Institutional Members. The former category to be limited and subject to annual Dues of e.g. CHF 10,000 with no voting rights, but the same rights as Affiliate Members concerning GA and TC representation. The latter category to be subject to annual Dues of e.g. CHF 5,000 with no voting rights, but the same rights as Corresponding Members with respect to representation. The idea had arisen when it was known that IMIA had Institutional Members.

The **President** advised that the Executive Board felt they should be called Institutional Partners and then IFIP could go ahead without changing the current Statutes and Bylaws.

The **President** said there were a number of questions involved: what should be the exact size of the Dues, what were the benefits IFIP could offer - should their names be printed in the Information Bulletin, should they be given discounts on publications, etc. Executive Board, therefore, requested the Marketing Committee to look into the various options and to present a proposal at the next Council Meeting in Hamburg. (A)

Various observations were made, during which it was suggested that maybe an Institutional Partner could attend ten Working Conferences per year free-of-charge.

No changes were proposed in respect of Individuals (Honorary and Individual Members) and Ex-Officio (TC/SG Chairmen would continue as Ex-Officio Members of the General Assembly).

The **President** considered it had been very useful to have had the discussions and the feeling coming out was an agreement that IFIP should not make any specific moves at the current time, but to keep the Structure of Membership in mind.

10. TECHNICAL ASSEMBLY

Mr. Bauknecht referred to the TA meeting which had taken place the previous day with a very large turn-out. He drew attention to his report and appendices - being the TA Agenda and documents submitted by the TC's/SG's, et al. He would cover some of the highlights.

Innovative ideas in IFIP - Results of the Tokyo Brainstorming Session (Annexe 16)

There had been some interesting results, including - to promote TC's knowledge in consultant tasks, querying what was IFIP giving to its Member Societies, stating that IFIP was **not** competing on the commercial market, to work on Standards, to develop a Q.A. system, etc.

Technical Committee 2 (Annexe 3)

M.A. Vouk (U.S.A.) had succeeded L. Fosdick as Chairman of WG 2.5. S. Rump (D) and E. Houstis (GR) had been appointed Vice-Chairman and Secretary respectively. Some overlap between WG 2.2 and SG 14 - however, some overlap could be positive and discussion between the two parties was called **(A)** for.

Technical Committee 3 (Annexe 4)

Betty Colis (NL) had succeeded R.E.J. Lewis as Chairman of WG 3.3 effective 1 January 1994. WG 3.4 was seeking a new Chairman. The present Chairman, B. Zion Barta (Israel) would subsequently become Vice-Chairman. TC 3 was always very active. TC 3 had delivered to UNESCO **two** IFIP/UNESCO studies "Informatics for Secondary Education" and "Telecommunication Technologies in Distance Education".

Technical Committee 5 (Annexes 5 and 5A)

TA had accepted the revised Aim and Scope of WG 5.10 with the new name of "Computer Graphics and Virtual Worlds".

Technical Committee 6 (Annexe 6)

TC 6 was highly active.

Technical Committee 7 (Annexe 7)

TC 7 was wondering if it had the right Working Groups and was in the process of making new Aims and Scopes for all

of them. TC 7 felt it should spend more time on technical rather than on administrative matters.

Technical Committee 8 (Annexe 8)

TA had accepted the well-prepared Aim and Scope of the new Working Group 8.6 "Transfer and Diffusion of Information Technology". TC 8 had sponsored an interesting educational effort through its Vice-Chairman and Australian national representative. A videotape had been prepared with five lectures by representatives of the five WG's of TC 8 which would be used to promote a Joint Conference in May 1994 and would also be offered for educational use.

Technical Committee 9 (Annexe 9)

TC 9 had presented its IFIP Ethics Framework.

Technical Committee 10 (Annexe 10)

A change of Chairman of WG 10.4 was planned at its next meeting in June 1994. TA had accepted the Aims and Scopes of two new Working Groups - WG 10.1 "CAST - Com-puter-Aided Systems Theory" (Chairman T.I. Oren/Canada, Vice-Chairman F. Pichler/Austria) and WG 10.7 "Microsystems" (Chairman K.D. Muller-Glaser/Germany).

Technical Committee 11 (no Annexe)

TC 11 had not submitted a report. TA had strong concerns with respect to IFIP/SEC '94 and the Executive Board would seek clarification on certain issues.

Technical Committee 12 (Annexes 12 and 12A)

The TC 12 Chairman had advised the Chairmen of Working Groups 12.1, 12.2 and 12.3 that their first terms had expired and they should call meetings in order to (re)-elect the WG Officers. The TC 12 Chairman had expressed his regrets that the AI experts in the different WG's had little experience with specific IFIP procedures and activities and showed little inclination to adopt same at present. TA had further encouraged TC 12 to carry on the Task Group on "International Co-operative Network Applications (TG-ICNA) despite the current lack of interest.

Technical Committee 13 (Annexe 13)

TC 13 had produced a TC 13 Handbook which could be used as 'Standards' for all TC's/SG's.

(A)

Specialist Group 14 (Annexe 14)

Mr. J. Gruska had been re-elected as Chairman for a second three-year term. Some additional Working Groups were under consideration. SG 14 was continuing to support the development of theoretical computer science in South America.

Specialist Group 15 (Annexe 15)

The 2nd WC "Fractal 93" had been successful with 50 participants from 18 countries and the organization of "Fractal 95" was well under way.

Task Force on Smart Cards

The TF, under the Chairmanship of Mr. V. Cordonnier, had been involved in the organization of "CARDIS 94", the first Smart Card Research and Advanced Application Conference which would take place in Lille, France, 24-26 October, and sponsored by IFIP. TA would ultimately decide if the TF should be transferred into a provisional Specialist Group.

(A)

Technical Committee Reviews (Annexe 19)

TC 5 and TC 10 Reviews were still on-going. A Review of TC 11 should commence following the election of a new TC 11 Chairman in May 1994.

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Code of Ethics

As referred to under TC 9, the IFIP Ethics Framework was presented by WG 9.2 Chairman J. Berleur. TA had expressed its appreciation of the enormous amount of work involved and a possibility of distributing the findings should be found. The preparation of a Resolution was required which would be distributed in June 1994 to GA Members for discussion at GA 1994. The responsibility for this was with TC 9.

(A)

Congress 94 Programme Committee

TA had appreciated the new Programme structure put together by Chairman Uhlig and his Committee (further details under Agenda item 15.2).

Congress 96 Programme Committee (Annexe 17)

Chairman Gupta had presented his ideas for the Programme Committee composition and Congress structure. The Technical Committees had requested increased TC participation. It was felt that the work had started too late and the Chairman had been requested to speed up the preparations.

(A)

Requirements for Publication Media and Channels

TA had underlined the importance of adequate publication media and decided to form a Task Force to examine the implications of Electronic Publishing. TF Members: Messrs. Funk (Chairman), Brauer, Rosenfeld and a representative from the new publisher, Chapman & Hall.

(A)

Activity Management Board

TA accepted that TC's could organize Summer Schools under the title "IFIP TC x Summer School". However, before organizing such events, contact with the respective local IFIP Member Society was required. The subject of co-sponsoring needed further consideration by AMB.

(A)

(A)

Recommendation to TA from the Marketing Committee (Annexe 18)

MC had indicated that most of the scientific and technical work was done in the TC's, WG's and SG's. In order to make those activities more transparent to the Member Societies and their members, IFIP should develop some mechanisms (as outlined).

(A)

Structure of Technical Operation (Annexe 2)

The President had presented to TA a proposal for an organizational structure of the IFIP technical operation on four levels. The four levels were obtained by adding a level below the current WG's called Special Interest Groups (SIG's). The levels were then TA, TC/SG, WG, SIG. It was suggested that GA Members (not already involved with TA) could be in-

(A)

invited to attend TA as Observers. Among the recommendations, attention was drawn to the SG version (provisional and permanent). A permanent SG should be disbanded and turned into a TC and the term SG reserved for an experimental-type Group. The criteria for a SIG and its members needed to be studied. TA appointed a Task force to examine the proposal of the President and make a recommendation to the next TA

(A)

meeting: Messrs. Bauknecht (Chairman), Gruska, Hoerbst and Spaniol.

11. ACTIVITY MANAGEMENT BOARD

Mr. Tienari advised that in 1993 there were 84 IFIP-sponsored events. IFIP was the Full or Main sponsor for 61 of those. The dominant forms of events were Working Conferences, Open Conferences and Seminars. 55 in Europe, 15 in North America, 10 in Asia/Australia and 4 in Africa. There would be at least 64 events in 1994.

Mr. Tienari drew attention to the distributed IFIP Event Report, sorted by responsible IFIP Body Sequence, which included all active events since 1989.

Mr. Hoerbst raised the question of liability insurance for local organizers and the **President** asked AMB to address the issue in Hamburg.

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12. TECHNICAL COMMITTEES/SPECIALIST GROUPS

(Kindly also refer to Agenda item 10 - Technical Assembly)

12.1 TC 2 SOFTWARE: THEORY AND PRACTICE

All Working Groups were active with regular meetings. WG 2.3 had organized a State-of-the-Art Seminar, in collaboration with the International Institute of Software Technology of the UN University, on "Current Topics in Programming Methodology", January 1994 in Macau. The next TC 2 meeting was planned for 26 August 1994 in Hamburg.

12.2 TC 3 EDUCATION

TC 3 was highly concerned with two important issues: the fact that in nearly all countries the trend was to "integrate" informatics in all existing traditional subjects which were taught in schools and telecommunication in distance education. The next TC 3 meeting would take place 26 - 27 August 1994 in Hamburg.

12.3 TC 5 COMPUTER APPLICATIONS IN TECHNOLOGY

A TC 5 Bulletin to open more opportunities for informal discussion of advanced and interdisciplinary topics was being planned.

The next TC 5 meeting would take place on 29 May 1994 in Bordeaux, France and the next WG Chairmen's meeting was scheduled for 31 January 1995 by using e-mail and telefax.

12.4 TC 6 COMMUNICATION SYSTEMS

Two TC 6 meetings had been planned for 1994. The first in Funchal, Portugal from 22 to 23 April following "INDC 94" and the second in Kuala Lumpur, Malaysia from 7 to 8 October in conjunction with "SEACOMM".

12.5 TC 7 SYSTEM MODELLING AND OPTIMIZATION

Mr. Thoft-Christensen advised there were some problems with WG 7.4 "Discrete Optimization"¹ and a new Chairman had to be (A) found. The matter would be discussed at the next TC 7 meeting which would take place in Prague, Czech Republic on 17 December 1994.

12.6 TC 8 INFORMATION SYSTEMS

The next **TC 8** meeting was planned for 7 to 8 May 1994 in Queensland, Australia.

12.7 TC 9 RELATIONSHIP BETWEEN COMPUTERS AND SOCIETY

The next TC 9 meeting was planned for 27 to 28 August 1994 in Hamburg.

12.8 TC 10 COMPUTER SYSTEMS TECHNOLOGY

Mr. Hoerbst gave a briefing on the two new Working Groups which had been approved by TA. He encouraged scientists in Member countries to persuade their governments that soft- (A) ware and computer systems were an important part of Microsystems .

12.9 TC 11 SECURITY AND PROTECTION IN IP SYSTEMS

Mr. Fairall, Cognizant Officer, said his main concern was the "IFIP/SEC '94" event. As far as he knew, there were no important changes in TC 11 except that, at its May 1994 meeting, a new Chairman would be elected to succeed Mr. Caelli who had completed two terms.

12.10 TC 12 ARTIFICIAL INTELLIGENCE

The next TC 12 meeting was scheduled for 28 May 1994 in Bonn, Germany although it could be postponed to August or September if there were not sufficient material from the Working Groups by that time.

12.11 TC 13 HUMAN-COMPUTER INTERACTION

Mr. Shackel advised that DCSC had given him financial support to attend the "SEARCC '93" Conference in order to present a paper on "The Business Case for Ergonomics in Information Technology" which had been well received. Mr. P. Kahn had given a 20-minute keynote address via satellite from California wherein he had emphasized the importance of Software Ergonomics. "INTERACT '95" would be held in Lillehammer, Norway in June.

12.12 SG 14 FOUNDATIONS OF COMPUTER SCIENCE

Mr. Gruska indicated that SG 14 was slowly getting more visible and more established within the theoretical computer science community. It currently had 43 members.

12.13 SG 15 FRACTALS AND CHAOS

SG 15 now had 17 members, but active involvement of members from Eastern Europe, former Soviet Union, South America and Asia were sought. (A)

13. COMMITTEE REPORTS

13.1 ADMISSIONS COMMITTEE

Mr. Ozeki referred to his report (AC-1) and advised that CLEI had changed from Full to Corresponding Membership (as already advised by the Secretary).

Slovenia had shown an interest in joining IFIP and correspondence had been exchanged with the Slovenian Informatics Association.

Bosnia-Herzegovina, Brazil, Romania and the Caribbean Computer Society had also expressed interest and the necessary information had been forwarded to them.

13.2 CONGRESS COMMITTEE

Mr. Alvarez presented his report (CONGC-1) and recalled that it had been decided to hold the 15th IFIP WCC, IFIP'98, in the cities of Vienna and Budapest combined. The schedule for IFIP'94 was progressing smoothly. Preparations for IFIP'96 had already started and Mr. Funk had posted a first announcement on Internet. IFIP'98 had launched a public contest for the design of its logo.

Mr. Alvarez indicated that a circular letter would be sent shortly to all IFIP Members asking for letters of intention to bid for the 16th IFIP WCC - to arrive before the next GA in Hamburg. As there were indications that GA might discuss a possible change in the cycle, the letter would alert prospective bidders about the possibility of holding the 16th WCC somewhat later than the year 2000 as there would be enormous competition in that year.

The **President** moved that Council recommend to the General Assembly to change the Congress cycle to three years so that the 16th WCC would take place in the year 2001.

The following comments were made during the ensuing discussion:

Mr. Brauer - underlined that IFIP wanted to be much more visible than heretofore and consideration could be given to having smaller Congresses every year **in** different regions.

Mr. Funk - tended to agree with Mr. Brauer. He suggested following the model of the WCCE's organized by TC 3 on a five-year cycle. Maybe the other TC's could organize similar specialist events so that one took place every year, or even in parallel. Specialist topics were easier to sell.

Mr. Rosenfeld - pointed out that if IFIP moved back to a three-year cycle, the matter would have to be cleared with IFAC to avoid overlap.

Mr. Goldsworthy - supported the views of Mr. Funk.

Mr. Khakhar - felt that if IFIP continued with a two-year cycle it would lose income.

Mr. Funk - said that one of the reasons the IFIP Congresses were so expensive to run was because there was a new OC every time and no consistency.

Mr. Bobillier - stated that that had been the purpose of establishing the Congress Guidelines.

Mr. Bauknecht - considered IFIP would lose visibility **if** it returned to a three-year cycle. WCCE was supplementary to the IFIP Congress. IFIP had to issue a programme of important activities.

Mr. Bobillier - concurred. IFIP had an impressive amount of activities every year, but what did it do to show them to the outside. The WC's resulted in **a** large number **of** Proceedings. IFIP could make better use of all this information .

Other participants - voiced their opinions on the length of the time-cycle and suggested content.

As a result, the President WITHDREW his motion and charged the TA Chairman, Mr. Bauknecht, to look into the matter.

Mr. Bauknecht asked the TC/SG Chairmen to send him their thoughts on the time-cycle, Programme content, etc. He would, nevertheless, request this in writing as not all the TC Chairmen were present.

Mr. Morris stated that Council was looking at an event which cost a great deal of money and effort. His concern was that the TA or any other body considering the matter would draw in too many diverse opinions. It was a subject which required careful consideration by a smaller group of people who should prepare a paper which could then be the basis for a discussion around the table. **Mr. Bobillier** suggested that a letter be written to the GA Members as they have to consult their Societies. If the result of the TA investigation with the TC's/SG's would be a recommendation to the GA Members, it should be circulated well in advance of the next GA. (A) The President agreed.

Mr. Zemanek underlined that the supervision of the IFIP Congresses was the task of the President. There should be one President for each Congress which was not the case with the two-year cycle.

Mr. Rosenfeld was concerned with the image of IFIP if the Congress cycle were to be changed from three-cycle to two-cycle and then back to three-cycle.

The **President** said he would leave the responsibility of producing a paper with the TA Chairman. If he wished to appoint a Task Force, he was free to do so. (A)

13.3 DEVELOPING COUNTRIES SUPPORT COMMITTEE

Mr. Fairall referred to his report and drew attention to the projects which DCSC had supported in 1993. DCSC had also been assisted by a member of the University of Chile who had been able to provide on-site advice regarding the introduction of electronic mail in Peru and Bolivia.

He was concerned with the static situation of ARCC, of which his Society was a Member, and felt the concerned countries could be better encouraged to join in their own rights.

DCSC would, in 1994, give priority to assisting delegates from DC's to attend Congress 94 - e.g. providing the registration fee.

DCSC was very grateful to Mr. Nedkov, a very active member of the Committee, who had key contacts in UNESCO and ICSU.

Mr. Funk pointed out that The World Bank had a project to set up electronic-mail for the African continent. He would be attending a meeting on the matter and would duly advise Mr. Fairall of the outcome who could possibly help in identifying the (A) correct organization to establish same. **Mr. Fairall** indicated that the Computer Society of South Africa was also appraising that issue.

Mr. Nedkov introduced the Keep-in-Touch (KIT) activities of the European Commission which included supporting European-trained scientists who wished to continue their research or were involved in teaching in DC's. The project could be helpful to some of the Member Societies. The following IFIP DC's figured in the list of those eligible for KIT: Argentina, Egypt, India, Malaysia, Singapore, Syria, Thailand, Tunisia and Zimbabwe. Information would be sent to the Member Society Presidents in those countries.

13.4 FINANCE CCHHTTEE

Mr. Khakhar presented his report and advised that FC had met the previous evening.

Treasurer Melbye had reported to FC (document FC-2) on the Budget Control of Expense Accounts, the Administrative Secretariat, Administrative Support, Technical Committees, Technical Support, Member Dues, Outstanding TC Loans and Special Funds Provision.

FC did not propose any revision of the 1994 Budget as approved by GA in Tokyo.

FC recognized that Dues for Bulgaria, Hungary, Israel and the Czech Republic did not coincide with IFIP's Dues Scale and should be adjusted from 1995. Dues for Bulgaria, Hungary and Israel should be reduced from CHF 5,000 to 2,500. Dues for the Czech Republic should be increased from CHF 2,500 to 5,000.

TC 10 had occasionally in the past reported on problems in getting proceeds transferred to IFIP from WG activities. The Treasurer had made an informal agreement with the TC 10 Chairman to transfer all such amounts within TC 10 to IFIP, provided this could be done as an ad hoc arrangement whereby the amounts were not considered as normal proceeds (of which only 75% would benefit the TC N Fund), but be transferred 100% to the TC 10 Fund. FC had endorsed that arrangement as an exceptional measure.

FC had discussed an in-depth memo of the Chairman and had proposed that: a) Concerning different activities held by TC's and WG's, a more binding agreement between IFIP and the organizers should be accomplished. The agreement should include a surcharge to IFIP, b) Surcharges should be invoiced to the activity organizers immediately after the event, c) A coordination between Institutions and Sponsorship activities was necessary, d) Advertizing in different IFIP's products should be encouraged.

Highlighting point c), **Mr. Khakhar** felt that a Sponsorship Committee could be established in order to set up a network of Sponsors to help Conference organizers.

FC had again recorded its high appreciation of the excellent work of the Treasurer.

13.5 IFIP-UNESCO LIAISON

Mr. Morris said that Council had heard of the work carried out by Mr. Nedkov, supported by the President, and of the work of TC 3 in producing Studies, etc.

Mr. Nedkov advised that he had attended the last Session of the Intergovernmental Informatics Programme Committee (IIP) as a member of the Bulgarian delegation. He had had the opportunity to speak with the Regional Directors for New Delhi and Jakarta who both showed an interest in the activities of IFIP and were willing to consider possible grants for specialists in their regions to attend Congress 94.

He mentioned that UNESCO had a Lectureship Programme in its Database in Trieste. Part of the IFIP Database was also therein.

In order to be more co-operative with UNESCO and other organizations, such as ICSU, IFIP should try to be more project-oriented.

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13.6 INTERNAL AWARDS COMMITTEE

Mr. Morris said he would be taking care of the procedures for the Outstanding Service Award and Silver Core nominations in due course.

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13.7 MARKETING COMMITTEE

Mr. Grafendorder advised that a meeting of MC and joint meetings with PC and TC/SG Chairmen had taken place on 28 February 1994.

He reported that Mr. Khakhar had almost finished his work on the Member Society Catalogue (MSC). It had been agreed that the MSC should be printed every year and distributed to the Member Societies. PostScript and ASCII versions would be available and it would be updated regularly in the IFIP Database.

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3,500 copies of the IFIP Information Bulletin had been printed in January 1994 (No. 25). This document would, henceforth, be printed annually, free-of-charge, by the new publisher - Chapman & Hall (C&H). IFIP would still have to bear the mailing costs. The structure would remain as at present, but MC urged that full information be made available in the IFIP Database as soon as possible and updated regularly. Post- (A) Script and ASCII versions should also be made available. Ad- (A) vertizing should be solicited in order to reduce expenses. The (A) mailing list was currently being purged.

The "What is IFIP" brochure had been revised by Mr. Khakhar and printed in January 1994. PostScript and ASCII versions would be placed in the IFIP Database.

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Mr. Grafendorfer advised that from 1995 onwards, the Newsletter would be printed by C&H. Advertizing should be solicited in order to reduce expenses. The mailing list was currently being purged.

Mr. Grafendorfer announced that the representatives of C&H had agreed to ask each Member Society to nominate a person to announce new IFIP publications. C&H would provide them with abstracts and discounts would be available for the MS members.

Member Societies which did not yet have electronic mail should be advised how to introduce same. Mr. Funk had kindly compiled a 129-page "Internet Primer for IFIP" which would be made available in a proper form for all those who were interested in it.

Member Societies were again urged to advertize Congress 94 in their local Journals and via any other channels.

Mr. Grafendorfer said that as most of the scientific and technical work was carried out in the TC's, SG's and W3's, those activities should be made more transparent to the Member Societies and their members. FC had, therefore, submitted a recommendation to the Technical Assembly (Annexe 18 of the TA report).

Mr. Nedkov had suggested to MC that IFIP re-issue the IFIP tie. The matter would be discussed, and **Mr. Grafendorfer** said he would welcome any ideas on the subject.

13.7.1 IFIP NEWSLETTER

Mr. Rosenfeld said that nearly 5,000 copies per edition were being distributed. It was mentioned that the Newsletter looked a trifle 'old-fashioned' and the format could be improved. The **President** requested that proposals be sent direct to Mr. Rosenfeld.

Council again EXPRESSED its appreciation of the enormous amount of work undertaken by Mr. Rosenfeld to produce the Newsletter which could be considered as one of the 'flag-ships' of IFIP.

13.8 Publications Committee

Mr. Brauer advised that PC had held various meetings on 28 February 1994. The IFIP contract with Elsevier/N-H would expire at the end of the year and, in the interim period, Mr. van Drunen would be handling the IFIP publication matters as Mrs. Smit had been given other pressing duties by E/N-H. As mentioned by the President, Mrs. Smit's performance and personality had been, and would continue to be, greatly appreciated by PC and IFIP.

Mr. Brauer announced that the E/N-H Royalties for sales in 1993 amounted to approximately CHF 138,000. E/N-H would still market the IFIP books for at least another three years.

Mr. Brauer drew attention to the E/N-H Status Report of IFIP Publications 1994 and to the list of IFIP Publications published by E/N-H from 1 September 1993 through 24 February 1994.

13.9 STATUTES AND BYLAWS COMMITTEE

Mr. Bobillier said there was nothing to report.

13.10 IFIP HISTORY

Mr. Zemanek, IFIP Historian, drew attention to his report and to a copy of a letter he had addressed to all GA Members and TC Chairmen concerning a successor volume to "A Quarter Century of IFIP". He felt the contents should be composed of History of IFIP, Philosophical Papers, Reflections and Reminiscences, Technical Papers, IFIP and its Environment, Updated Silver Summary.

He indicated that his work could only partially be carried out if he did not have the support of those who constituted IFIP and called for contributions with written notes and suggestions .

Mr. Zemanek considered that the successor volume should contain around 250-300 pages.

The **President** underlined the importance of the work. It was very important to document the IFIP History for posterity.

14. AFFILIATE MEMBERS

There were no reports from the Affiliate Members. **Mr. Uhlig**, ICCG President and GA representative, indicated that ICCG would not be holding any major Conferences in 1994 to thus avoid conflicting with IFIP Congress 94.

15. IFIP CONGRESS 94

15.1 Organizing Committee

Mr. Kaiser drew attention to his extensive report covering the present state of the preparations, the budget and cash flow, the facts that worried the organization, the things that motivated the organization, the activities IFIP could start off, etc.

60,000 copies of the 2nd Call for Contributions had been printed and distributed in the last quarter of 1993 (copies had been mailed out with the December 1993 edition of the IFIP Newsletter). Another document, directed at German participants, had been prepared: a Call for Papers for 13 GI Workshops and a special Students' Workshop.

Mr. Kaiser recalled that a legally valid contract between GI and the Congress Centrum Hamburg had been drawn up on the basis of 1,500 participants - which was considered as the breakeven point. However, concern had been expressed at the IFIP Vienna Council and Tokyo GA Meetings in respect of that figure and an outline of a budget based on 800 participants was also available.

A long discussion ensued in respect of the three stages of the registration fee. It was finally decided to drop the first date of 13 May and to allow for registration up to 1 June at the lower price and thereafter at the higher.

In order to increase participation, OC now envisaged 75,000 copies instead of 30,000 copies of the Advance Programme and 12,000 instead of 4,000 copies of the Final Programme - which would inevitably lead to higher printing and mailing costs. Copies of the Advance Programme would be mailed out with the June 1994 edition of the IFIP Newsletter. OC would attempt to have advertisements in the Advance and Final Programmes in order to bring in financial support.

Mr. Kaiser announced that, unfortunately, the Exhibition had had to be cancelled although there would be a Book Exhibition.

He thanked IFIP for the loan of CHF 50,000. **Mr. Kaiser** also expressed OC's appreciation of the impressive support of the University of Hamburg.

The **President** thanked Mr. Kaiser for his very detailed written report and wished OC every success with its continued preparations for the Congress.

15.2 Programme Ccramittee

Mr. Uhlig referred to his extensive report and advised that PC had held 12 meetings to date (some of which by Audio Conference) and the latest in Brussels just before the Council Meeting.

Speakers for the Keynote Session "Impact of Investment Strategies on Computer and Communications Utilization" had now been firmed up: Messrs. Hiramatsu, Cerf and Grata.

Mr. Uhlig drew attention to the final Session of the first day which had been set aside for delegates to meet with the special Expert Speakers who would give their presentations

during the first half of the afternoon. Participation would be limited to 50 persons with any one Expert to allow for meaningful interaction.

Mr. Uhlig gave a briefing on the various aspects of the Congress Tracks, as outlined in his report, and drew attention to an event concerning "old" machines which would be addressed by Mr. Zemanek.

16 IFIP CONGRESS 96

16.1 Organizing Committee

Mr. Goldsworthy informed that OC had started preparations for the Congress and there was already information in the IFIP Database.

The budget was being based on 750 attendees and a surplus after providing CHF 100,000 to IFIP.

Information on Congress 96 would be available in Hamburg.

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16.2 Programme Committee

Mr. Gupta drew attention to his report and stated that the Congress theme was "IT - A Critical Strategy for the Changing World". The Congress would focus mainly on applications, issues and policies. There would be sessions on futuristic technologies and sub-Conferences were being considered in the areas of Education, Communication, Societal Issues, Productivity and Competitiveness, Services and Information Systems.

Mr. Gupta wondered if IT could help resolve the problem of illiteracy in order to change the world at large and aimed at addressing that issue.

He foresaw five to seven Invited Speakers per Congress stream with the relevant TC Chairman being responsible.

Mr. Gupta appreciated that there had been some delay in getting the Programme "on its feet", but indicated that the real PC work would start following Congress 94.

The **President** advised that he had appointed Mr. Hoerbst, TC 10 Chairman, to be the Congress 96 Co-Chairman of the Programme Committee.

17. FUTURE MEETINGS

Mr. Morris said that he had been in touch with Hungary to see if they could host the 1995 Council Meeting, and they had replied favorably. In the meantime, invitations had

been received from the U.S.A. and South Africa. The Executive Board felt it would be appropriate to accept the U.S.A. invitation for 1995 and had asked South Africa if their invitation could be prolonged to 1996, to which they had kindly agreed. EB had decided that the courteous thing would be to write to Hungary and thank them for their generosity and, as they were hosting Congress in 1998 in Vienna and Budapest at which time the General Assembly would take place, EB would not expect them to host another Meeting in the meanwhile.

Council unanimously **AGREED** to the proposals and **Mr. Morris** said he would write the necessary acceptance letters with the appreciation of Council. (A)

Mr. Morris also advised that Canada had specifically offered to host the 1995 General Assembly in Calgary, Alberta. EB would recommend to GA that this invitation be accepted. **Mr. Morris** had already advised Canada accordingly. (A)

18. OTHER COUNCIL BUSINESS

19. CLOSING OF THE MEETING

The **President** thanked everyone for their participation in the extensive discussions. He was confident that the Council would be able to move IFIP into the right direction.

The **President** again thanked FAIB-FBVI, Messrs. Navez and Gennart for hosting the Council and Related Meetings within the precincts of the impressive Ecole Royale Militaire and for the charming Belgian hospitality.

The President declared the Meeting closed.