

Minutes of the Council Meeting

6-7 March 1996, Sandton, Johannesburg, South Africa

TABLE OF CONTENTS

1. ACTION LIST C'96.....	3
2. ATTENDANCE LIST C'96.....	6
3. COUNCIL MEETING.....	8
3.1 CALL MEETING TO ORDER.....	8
3.2 APPROVAL OF AGENDA.....	8
3.3 APPROVAL OF PREVIOUS MINUTES (C 95, CALGARY)	8
3.4 PRESIDENT'S REPORT	9
3.5 SECRETARY'S REPORT	10
3.6 EXECUTIVE BOARD MEETING REPORT	10
3.7 TELECOMMUNICATIONS PROJECT	11
3.8 CONGRESS 96.....	12
3.8.1 Organizing Committee.....	12
3.8.2 Program Committee.....	12
3.9 CONGRESS 98	13
3.10 TREASURER'S REPORT.....	14
3.11 TECHNICAL ASSEMBLY.....	15
3.12 ACTIVITY MANAGEMENT BOARD	16
3.13 TECHNICAL COMMITTEES AND SPECIALIST GROUP REPORTS.....	17
3.13.1 TC 2 Software: Theory and Practice.....	17
3.13.2 TC 3 Education	17
3.13.3 TC 5 Computer Applications in Technology.....	17
3.13.4 TC 6 Communication Systems.....	18
3.13.5 TC 7 System Modelling and Optimization.....	18
3.13.6 TC 8 Information Systems	19

3.13.7 TC 9 Relationship Between Computers and Society	19
3.13.8 TC 10 Computer Systems Technology	19
3.13.9 TC 11 Security and Protection in IP Systems	19
3.13.10 TC 12 Artificial Intelligence	20
3.13.11 TC 13 Human-Computer Interaction.	20
3.13.12 SG 14 Foundations of Computer Science	20
3.14 COMMITTEE REPORTS	21
3.14.1 Admissions Committee	21
3.14.2 Congress Committee	21
3.14.3 DCSC	21
3.14.4 Finance Committee	22
3.14.5 IFTP-UNESCO Liaison	23
3.14.6 Internal Awards Committee	24
3.14.7 Marketing Committee	24
3.14.7.1 IFIP Newsletter	25
3.14.8 Publications Committee	25
3.14.9 Statutes and Bylaws	25
3.14.9.1 IFIP History.....	27
3.15 AFFILIATE MEMBERS	27
3.16 FUTURE MEETINGS.....	27
3.17 CLOSING OF MEETING.....	27

1. ACTION LIST C'96

IFIP Council, 6-7 March 1996, Sandton, Johannesburg, South Africa

WHO	WHAT
All	Submit papers for the "35 Years if IFIP" book to Zemanek by May 15, 1996
All	Consider appropriate action in response to the seven items listed in section 5 of the Presidents' report to Council
President	Talk to the Greek Computer Society about its dues and Membership
President	Decide which Members to approach to seek invitations to host Council or GA meetings with possible financial support from IFIP
President	Establish a Task Group (of two or three Trustees and two TC Chairs) to consider the structural implications of a large increase (eg to 25) in the number of TCs. Produce a paper for next GA
President, Brauer, Nedkov	Identify next opportunity to apply for Membership of ICSU and submit application
President, MC	Consult Member Societies inviting suggestions about how IFIP could improve its services to its Members
President	Consider the possibility of taking part in the UNESCO Second Intl. Conference on Education & Informatics in Moscow, July 1-5, 1996
TC 3 Chair	Conference on Education & Informatics in Moscow, July 1-5, 1996
Brauer	Meet ICSU representatives re IUCSI
Treasurer	Investigate discrepancy in the grants and loans situation for three TC5 events
Treasurer	Transfer CHF 25K from Secretariat budget to President's reserve and CHF 200K from the bank account to our investment portfolio
Treasurer	Clarify the situation regarding the payment of a sponsorship fee for a WG workshop
TC Chairs	Submit event approval forms as early as possible for inclusion in the event database to ensure it is comprehensive
TC Chairs	Invite the GA representative from the host country to attend each TC meeting
TC Chairs	Consider how to improve contact with IFIP Members by

	identifying and establishing links with appropriate specialist groups in member societies
TC Chairs	Identify any countries represented in WGs who are not yet Members and who could be encouraged to apply for Membership. Inform the President
TC Chairs	Consider names to be submitted to GA by the Internal Award Committee for the Outstanding Service Award
TC Chairs	Continue to weed out unproductive members of TCs and seek active contributors from more Members
TC11 Chair	Consult with the WG11.6 Chair about his future plans and, in case it is necessary, consider possible successors
TC12Chair	Strengthen cooperation between IFIP and other organizations in the field of A.I. and stimulate cooperation between TC12 and other TCs
TC12 Chair	Investigate the possibility of hosting an IFIP Council or GA meeting in Italy, possibly in conjunction with lectures or seminars by IFIP participants aimed at raising funds
Hoerbst, Gupta (Goldsworthy)	Tell the Chair of the Teleteaching element of Congress 96 of the urgent need for information so that Member Societies can prepare to participate
TA	Produce new Guidelines for Review Committees for approval in Canberra
AMB PC	Prepare a standard letter about IFIP event approval guidelines incl. information concerning publication procedures to be sent to all event organizers along with external and internal event approval sheets
MC	Prepare an IFIP marketing strategy and plan for consideration by GA, possibly with the assistance of a consultant
DCSC	In order to determine the scope of IFIP's Electronic Communication Project for developing countries, send a questionnaire to appropriate Members seeking information about their communication and mail facilities
DCSC	Identify member societies from developing countries who would be interested in receiving complimentary copies of IFIP publications
PC, MC	Review pattern and timing of meeting for GA
Guy, Sec.	Arrange for IFIP representation in the CSSA Exhibit during the May 96 G7 Summit meeting in South Africa

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|-------------|--|
| IAC | Consider possible changes in the conditions governing the Silver Core Award |
| SBC | Draft changes to S+B to abolish cognizant officers |
| Nedkov | Ask UNESCO if they will consider helping developing countries to meet IFIP's Membership dues |
| Secretariat | Consider inviting Central European non-Members to attend the Council meeting in Slovakia in 1997 |

2. ATTENDANCE LIST C'96

IFIP Council, 6-7 March 1996, Sandton, Johannesburg, South Africa

Council Members Present

K. Bauknecht	President
A. Rolstadas	Past-President
W. Brauer	Vice-President
G. Fairall	Vice-President
H. Funk	Vice-President
A Goldsworthy	Vice-President
G. Morris	Secretary
A. Melbye	Treasurer
P. Glenn	Trustee
W. Grafendorfer	Trustee
C. Guy	Trustee
R Johnson	Trustee
D. Khakhar	Trustee
M. Ozeki	Trustee

TC/SG Chairs Present

R. Kurki-Suonio	TC 2
P. Bolerslev	TC3
P. Jaervinen	TC9
E. Hoerbst	TC10
B. von Solms	TC11
L. Carlucci-Aiello	TC12
J. Hammond	TC13
J. Gruska	SG14

Committee Chairmen/Officers Present

P.Gupta	Congress 96 PC Co-Chair
J. Rosenfeld	IFIP Newsletter Editor
M. Tienari	TA Chair

Observers Present

J. Navez	DCSC and FC Member
R.Reis	MC Member
H. Zemanek	Honorary Member, IFIP Historian
M. Hammond	Chapman & Hall
S. Hodgson	Chapman & Hall
N. Goto	Assistant to M. Ozeki

IFIP Secretariat

P. Nedkov	AM, CO and UNESCO Liaison
D. Hayden	Administrative Assistant

Apologies for absence from Council Members

D. Dolan	Trustee
M. Gottlieb	Trustee, DCSC Chair

Apologies for absence from TC Chairs

T. Mikami	TC 5
O. Spaniol	TC 6
P. Kall	TC 7
B. Glasson	TC 8

3. COUNCIL MEETING

IFIP Council, 6-7 March 1996, Sandton, Johannesburg, South Africa

3.1 Call Meeting to Order

The President opened the Council Meeting and greeted all participants. He expressed sincere thanks to the Host Society, Computer Society of South Africa - CSSA, for hosting the Council and Related Meetings with very good facilities. He introduced Mr. Simon Reynolds, President of CSSA.

Mr. Reynolds cordially welcomed everyone to South Africa and thanked IFIP for having taken the decision to hold the Council and Related Meetings in Johannesburg. In May 1996, a G7 international conference would convene in South Africa and the country is becoming part of the international community and therefore, it relies on organizations such as IFIP. Part of its economy is highly technologically advanced. At the same time, a large part of the society has little appreciation of IT. The problems of transition call for a stronger interaction between government, industry and IT practitioners of whom approximately 10% are members of CSSA. CSSA is dedicated to an "Open Doors" policy so as to promote the understanding and use of computers. In this respect, CSSA's cooperation with IFIP could positively enhance a better understanding of the benefits of advanced IT applications.

The President mentioned how impressed he was by the different aspects of the country and stressed IFIP's dedication to cooperate with and assist CSSA. IFIP is an open organization and is building its communications center in Laxenburg so as to provide further services to its members. He recalled that 25 years ago in Ljubljana the IT professionals of South Africa became a part of the IFIP community and congratulated Mr. Reynolds on this occasion.

Mr. Guy recalled that the preparations for a Council meeting begin years in advance. There were some organizational difficulties, however, in the last few weeks the problems were resolved and he is happy to announce that all the necessary facilities and support were provided for the Council and Related Meetings.

The Secretary announced Council attendance and received apologies for absence (please refer to the Attendance List).

3.2 Approval of Agenda

Council unanimously **ADOPTED** the Agenda.

3.3 Approval of Previous Minutes (C 95, Calgary)

Council unanimously **APPROVED** the Minutes.

3.4 President's Report

The President referred to his written report and stressed that IFIP is growing into an interactive system. Maintaining an open and interactive system has many implications and challenges, however. It is vital for IFIP to be proactive to global political, social and economic developments and maintain partnerships with other intergovernmental and non-governmental organizations.

IFIP is its member societies and it should keep clear recognition of this fact. These societies have different cultural backgrounds and represent different levels of technological development and an important objective would be to define those activities and projects which are of direct or potential interest to its members. One such area is the access to information and developing communication capacity. Since GA 95, IFIP has gone a long way in providing better services to its members by establishing new communication and information channels via the Internet and WWW. Many new list servers and home pages were created giving greater transparency and access to IFIP products; and the ability to influence the IFIP decision making process in positive.

The President pointed out that IFIP is in a healthy financial condition and that there is a positive development in the performance of most IFIP Technical Committees. Preparations for the IFIP WCC 96 in Canberra are making good progress.

The results of the mail ballot for the site of WCC 2000 were announced in mid-January and Beijing, China was chosen to be the site of this IFIP Congress. This would be the first IFIP Congress and General Assembly in China which is regarded as a determination of the GA to widen the geographical outreach of IFIP's activities, and also to encourage a stronger involvement of the Chinese IP community in IFIP activities.

The transfer from Geneva to Laxenburg is accomplished and the Secretariat is in full operation. This was only possible due to the tremendous efforts of many individuals and IFIP is grateful to Mr. A. Melbye, Mr. G. Morris, Mme. G. Roberts and Mr. P. Nedkov for their dedication and contributions. The President expressed his happiness that Ms. Dorothy Hayden has joined the Secretariat and his conviction that the Laxenburg office is able and willing to serve the various needs of IFIP as a focal point of an open, responsive and productive IFIP community.

In outlining the future challenges, **Mr. Bauknecht** stressed the following:

- the importance of further efforts to create stronger links with our member societies and provide more extended services to the IFIP community;
- offer consultancy and advisory missions to members and international organizations on issues which fell within the scope of IFIP activities;
- create further transparency in IFIP's operations by simple and clear guidelines concerning IFIP activities;
- emphasize the need for links between events, publications and project development;
- focus on the necessity to organize a successful WCC '96 in Australia;
- continue to stress the need for a secure and stable financial environment for IFIP technical operations;
- address "hot topics" in the IP field on which the IFIP General Assembly, on behalf of its members, could disseminate statements, press releases and recommendations.

The President's report was well received by Council and its members were requested to consider appropriate action in response to the above listed seven items.

3.5 Secretary's Report

Mr. Morris drew attention to his report and pointed out that Brazil is formally recognized as a Full Member as it paid now its 1995 dues. Armenia has paid all but a marginal amount of its 1995 dues and, in order to fulfill the formal criteria for admission, has to be represented at a future GA or Council meeting. The Academy of Sciences of Belarus has informed that severe financial constraints have made it impossible for them to pay their dues. The **Secretary** invited the Admissions Committee to consider recommending to GA an extended period during which the election of Belarus to Membership remains valid. Albania, Ireland, Nigeria and Tunisia have lost their voting rights since they have not paid their 1995 dues and Greece faces potential expulsion as the last payment of dues was for 1992. There are currently no formal applications for admission.

The President advised that he intends to contact the Greek Computer Society with regard to the dues situation. **Mr. Rosenfeld** queried whether IFIP officials should investigate possibilities of alternative members from countries which are already represented in IFIP. **Mr. Johnson** inquired about the status of the 1995 dues payment of Spain and **Mr. Nedkov** responded that the dues were paid prior to the Council meeting.

The Secretary was very pleased to report that the IFIP Secretariat in Laxenburg is a full operational unit. For a substantial period of time the Secretariat was under-resourced, however, following Calgary Ms. Hayden joined IFIP, settled in quickly and is now contributing very well to IFIP's administrative work.

Mr. Morris expressed his belief that the many IFIP people who were in contact with the Secretariat are now very satisfied with its performance and the services it provides. It is important to recognize that the achievement in Laxenburg is not just replicating the procedures previously used in Geneva. There is a major development of IFIP's electronic communications and on-line information network via the IFIP WWW pages and list servers and this is a major contribution to IFIP's corporate effectiveness.

3.6 Executive Board Meeting Report

The President informed that the EB discussed ICSU's initiative to establish a Union of Computing Science and Informatics. The President and Mr. Brauer intend to meet in June 1996 with the Chairman of the Initiative Group, Mr. Leiton. IFIP's strategy would be to join forces in the field of scientific activities.

Mr. Gruska stressed that such a meeting should be well prepared and IFIP technical committees should be informed of the outcome. **Mr. Brauer** responded that all concerned TC Chairs are informed of the developments. **Mr. Rosenfeld** expressed his surprise that ICSU did not consult with IFIP before this initiative was launched. **Mr. Gupta** offered to contact the former President of ICSU, Mr. Menon, who is also one of the founders of the Computer Society of India.

Mr. Goldsworthy considered that IFIP should adopt a more formal approach to ICSU and moved that IFIP files a formal application for scientific membership with ICSU at the next possible opportunity.

Motion Carried.

The President informed that four applications were submitted for the 1996 Auerbach Award. EB also reviewed the arrangements for the Opening Ceremony of WCC'96.

Mr. Morris advised that at the forthcoming GA in Canberra, the posts of Secretary and Treasurer are open for election, Vice-President Fairall is eligible for re-election and so are Cognizant Officers Ozeki and Khakhar.

The Secretary informed Council that the Silver Core Award and the acceptability of e-mail voting was considered by EB and advised that various other matters, discussed by EB, would be addressed during the course of the Council meeting under the appropriate agenda items.

3.7 Telecommunications Project

Mr. Nedkov referred to his report and informed Council that in October 1995, the IFIP President took the initiative to form a Steering Committee with the aim to prepare and submit to the Austrian Federal Ministry for Science, Research and the Arts (BMWFK) a project proposal with a working title "IFIP Communications Infrastructure". A sub-group was set-up to prepare the project proposal, which was submitted in early December.

The project aims to provide an easy to use communications infrastructure. The prime needs to be addressed would be those of the IFIP Secretariat and the IFIP network of member societies, technical committees and working groups. The project will concentrate on the following two general areas:

A. Development of a Hierarchical and Secure Document Distribution Infrastructure

This part of the project work would be targeted at developing a database environment for supporting the administration of IFIP's Secretariat in Laxenburg. The databases will then serve as information sources for construction and maintenance of IFIP's Internet services. They will also assist IFIP's internal communication by means of a secure document distribution infrastructure. A multilevel approach would be initiated, so that information can be sent out and retrieved using appropriate technology, from WWW at the top level, file transfer and electronic mail at an intermediate level, down to fax and traditional paper mail. The system would be open for embedding specific needs of technical committees and working groups.

B. Multi-Technology Electronic Conferencing

After IFIP's immediate demands are met, a second phase should be aimed at developing a modern Multi-Technology Electronic Conferencing system, a cornerstone of which will be document management. Apart from managing multimedia documents, user administration will be an essential issue so as to guarantee the necessary security and privacy.

IFIP is assured that the Ministry would fund the project with ATS 600,000. In operational terms, the project work started soon after the GA meeting in Calgary and the following facilities are already available:

Mail Servers: for GA, Council, EB, Publications Committee, Activity Management Board, IFIP Member Society Editors and the Project Steering Committee. The Secretariat also has access to mail servers of several TCs and Working groups.

WWW: the homepages of IFIP are developed and links are established to member societies, TCs and WGs homepages. The Bulletin, Newsletter, IFIP Publications with C & H and various other important IFIP information materials are available on-line.

Databases: the IFIP Address and Events Databases.

3.8 Congress 96

3.8.1 Organizing Committee

Mr. Goldsworthy reported that there had been a wide distribution of Congress promotional material to all persons listed in the IFIP Bulletin, to many journals and the media at large. All members of the ACS (15 K persons) were on the mailing list. Articles have appeared in the IFIP Newsletter; travel agencies were advised to prepare and promote package deals and Congress information is available via the WWW.

The Congress budget is based on 750 attendees, while the break-even number of participants is 500. This is due to the fact that the Organizing Committee was successful in identifying sponsors. Two thirds of the exhibition place is already sold. The main activity remains to publicize the 14th World Computer Congress.

Mr. Funk announced that FOCUS was instrumental in launching a US travel grant program. **Mr. Brauer** informed that the GI has offered a prize to its new members and the winner would receive a free air-fare to Australia.

With regard to sponsorship and exhibitors, **Mr. Goldsworthy** informed that by now there are 160 exhibitors and the Organizers are assured of 175 K Australian Dollars in sponsorship funds.

3.8.2 Program Committee

Mr. Gupta reported that the financial base of Congress 96 is good and this will allow IPC to extend support to more invited speakers. He congratulated Mr. Hoerbst on his efforts in providing a smooth and efficient operation of the IPC.

Mr. Hoerbst informed Council that five Keynote Speakers are envisaged. Six Tutorials (Workshops) are planned and will be held consecutively in Melbourne and Sydney on 30 and 31 August.

The Teleteaching Conference, chaired by Prof. S. Wills will be attended by groups of teachers in Canberra and many activities around the world would attract virtual participants internationally. The Conference on Advanced IT tools, co-chaired by Dr. N. Terashima and Dr. E. Altman, envisages 23 invited and 25 regular presentations. 149 regular abstracts were

submitted. For the Mobile Communications Conference, chaired by **Prof. J. Encarnacao**, there are 50 submitted papers. 15 invited papers are planned out of a total of 40-45 which will be delivered at the conference.

Common events include a Panel on the future of Internet and a Pioneer's Day.

Mr. Funk noted that very few papers have been submitted from the USA and that the reasons should be analyzed. With reference to the submitted abstracts for Advanced IT Tools, **Mr. Rosenfeld** considered IFIP should adopt higher standards in determining what papers should be accepted. **Mr. Hoerbst** responded that a uniform selection procedure does not exist.

Messrs. Guy and **Fairall** expressed some concern that very little is reported about the organization of the WCC 96 educational component. Video conferences, on-line and satellite links are being organized. However, many countries, including South Africa and Zimbabwe, are not aware of any details. Since the organization of national events involves preliminary preparations, South Africa and Zimbabwe would appreciate to receive more information. **Messrs. Rolstadås** and **Brauer** explained that contacts are not maintained with Member Societies as TC 3 members form their own groups which in many countries do not necessarily cooperate with IFIP Member Societies.

Mr. Bollerslev informed that an IFIP working conference on Collaborative Learning and Working with Telematics is planned in Vienna and Prague as a satellite event to Teleteaching 96. He will contact Mrs. Wills for more information. **Mr. Goldsworthy** recalled that the WCCE in Australia was a very successful event and Mrs. Wills was a key player.

The President thanked the IPC Co-chairs for their reports and requested them to convey to the Chair of the Teleteaching element of Congress 96 that there is an urgent need for information so that Member Societies can prepare to participate.

3.9 Congress 98

Mr. Grafendorfer informed Council that a proposal is made to hold WCC 98 under a general theme "The Global Information Society on the Way to the 3rd Millennium". The Congress will consist of 6 parallel conferences and congresses with their own program committees. They will follow the same integrated schedule and will be subordinated to the International Program Committee for WCC 98. Cross committees would be established so as to coordinate the technical and social links of Congress activities.

The WCC 98 Organizing Committee, co-chaired by Mr. W. Grafendorfer and Mrs. M. Toth, holds regular meetings. It relies on the assistance of IFIP member societies in marketing the Congress world-wide. Marketing activities include the possibility of issuing special stamps by the post offices of Austria and Hungary. A detailed marketing strategy would be developed. The first announcement of WCC 98 would be ready for distribution in September 1996.

Mr. Rosenfeld inquired about the release of a Call for Papers. **Mr. Grafendorfer** responded that there could be a negative effect if Calls for Papers are not well-timed and go out too early and that question should be considered by the IPC. **Mr. Reis** advised that the organizers should attempt to have on-line Congress information over the Internet. **Mr. von Solms** recalled that the Congress move from Vienna to Budapest should be well planned and inquired whether associated travel costs are incorporated in the registration fee. **Mr. Grafendorfer** confirmed.

The President closed the debate by wishing success to WCC 98 in Vienna and Budapest.

3.10 Treasurer's Report

Mr. Melbye referred to his report and was pleased to inform Council that 1995 was an important and satisfactory year for IFIP as the financial outcome is a surplus of CHF 159.565 against a budgeted deficit of CHF 100.000. Expenses declined significantly from the 1994 level while income increased. Consequently, IFIP's funds increased and they reached a level of almost CHF 1,5 M by the end of 1995 and thus the IFIP financial foundation was significantly consolidated.

The total income of CHF 606 K was 24% above the budget and 18% over the 1994 level, mainly due to an increase in proceeds from activities, an improvement in Return on Assets and an increase in Dues from Members (partially offset by an increase in dubious or lost dues). The recorded increase in royalties from Publications actually conceals a decline in the level of royalty income as the change from Elsevier to Chapman & Hall was associated with a change in accounting practice. While Elsevier reported royalty earnings once a year, Chapman & Hall reports twice a year and the CHF 158 K for 1995 includes not only royalties from Elsevier sales for 1994 but also royalties from Chapman & Hall sales during the first half of 1995. Fortunately, from provisional reports there is a clear increasing trend in Chapman & Hall royalties during the second half of 1995.

Total expenses of CHF 447 K were 24% below budget and 22% under the 1994 level. The most important reason for this is a substantial reduction in the administrative expenses of the IFIP Secretariat from CHF 392 K in 1994 to CHF 292 K in 1995. The 1995 expenses of the Geneva Secretariat totalled CHF 83 K, or CHF 33 K over budget, while the expenses of the Laxenburg Secretariat for the entire 1995 were remarkably low (CHF 210 K) and fortunately more than compensated the overspending in Geneva. A dramatic reduction in the communication expenses was achieved by the Laxenburg Secretariat as a result of the highly intensified use of electronic communications. Staff expenses in Laxenburg were 20% lower than budgeted, mainly caused by lack of an Administrative Assistant for a period of 4 months.

Expenses for Administrative Support were 28% below budget and 18% lower than in 1994. TC Expenses were at the same level as in 1994 and Technical Support expenses were CHF 30 K and only related to AMB and DCSC.

The Treasurer informed that the Final Result, after Special Funds Provision of CHF 71 K, is an increase in the General Fund by CHF 88 K, or 8 %, to CHF 1,125 K. This equals 2,5 times the actual expense level in 1995 and is well above the established target of 2,0.

With regard to the 1996 outlook, **Mr. Melbye** recalled that the adopted GA 95 budget for 1996 implies a deficit of CHF 25 K. In view of the 1995 expenses levels, **the Treasurer** suggested that a revision should be considered and moved that the 1996 budget of the IFIP Secretariat is reduced by CHF 25 K and the President's Reserve Account increased with the same amount.

Motion unanimously **Carried**.

Referring to the Standing Order that 30% of annual expenses should be covered by cash, the Treasurer moved that CHF 200 K are transferred from IFIP's bank accounts to its Portfolio Investment.

Motion unanimously **Carried**.

The President thanked the Treasurer for his report. With regard to the Secretariat's expenses, he said that IFIP should be very happy for the significant reduction due to extremely low communication costs, good management, salary savings over a period of 4 months, donations and other. In future, if we wish to extend our services we cannot expect the same reductions as there would be projects involving the IFIP Secretariat and costs would rise. We need to be open to adaptations and ensure sufficient resources for the Secretariat.

3.11 Technical Assembly

Mr. Tienari drew attention to his report and the various issues that were discussed during the TA meeting. Following a criticism relating to overlap between TA and GA, the TA agenda was restructured and it is envisaged to use the same format in future.

TC 2 intends to strengthen its contacts with industry and is looking forward to attracting new members from the field. TC 3 is considering forming a new group in educational management. TC 8 will organize a SWOT analysis of its operations during its next annual meeting and TC 10 is aiming to renew its WG 10.6 on Neural Computer Systems.

With regard to the organization of virtual conferences, TA recommends that IFIP should consider new forms of conferencing, including via the Internet.

The new Aims and Scope of WG 5.8 on Product Specification and Product Documentation were approved by TA.

The current IFIP TC Review Guidelines (Supplement 6 of the IFIP Standing Orders) were discussed and improved. These Guidelines will be re-examined during the next meeting of TA before presenting the revised form for approval by EB.

The following TC Review Committees were appointed:

- TC 7 Glenn, Kall, Thoft-Christensen
- TC 8 Khakhar, Glasson, Davies
- TC 9 Grafendorfer, Jaervinen, Brunnstein
- TC 11 Guy, von Solms
- TC 13 Dolan, Hammond, Shackel

The TC 12 review is postponed.

With regard to Strategic Issues, **Mr. Tienari** informed that measures to ensure a proper quality of IFIP events were further considered. IFIP should attempt to enhance its presence outside Europe and to maintain a regional balance. The technical committee structure should be re-examined, renewed and consolidated. New issues for discussion during the next TA meeting include management of technical work which extends beyond the scope of one TC,

new areas for technical activities, cooperation with external organizations, convergence of telecommunication and information technology, and other.

Referring to strategic issues, **Mr. Goldsworthy** urged the President to send a letter to member societies inviting feed-back on IFIP performance criteria , which activities they consider important and how IFIP could improve its services in future. **Mr. Goldsworthy** moved that a scenario be examined how IFIP could effectively manage 25 TCs. Further, he proposed that Council recommends GA to abolish the category of Cognizant Officers since this interface is no longer necessary.

Following a lengthy discussion, Council **Decided** the following:

- *Requests* the President to consult member societies inviting suggestions how IFIP could improve the services to its members;
- *Invites* the President to establish a Task Group (of two to three Trustees and two TC Chairs) to consider the structural implications of a large increase (e.g. to 25) in the number of TCs and to prepare a discussion paper for GA;
- *Commissions* SBC to draft changes to Statutes- and Bylaws to abolish cognizant officers and to present it for discussion and decision by GA.

Mrs. Glenn informed that the Task Force on Harmonization and Acceptance of International Standards for IT Professionals is planning to organize a working session on 5 September 1996 (Thursday) as part of the WCC 96 activities in Canberra. All GA members would be invited to attend, as well as representatives of embassies and High Commissions. It is hoped that 50-60 participants would take part. **Mr. Brauer** advised that the stress of this workshop should be laid on harmonization of standards and not on standardization.

3.12 Activity Management Board

Mr. Grafendorfer referred to the AMB report and advised Council that the Event Approval Guidelines are in a process of revision. The objective is to incorporate the current requirements for events management and to give clear and simple instructions to conference organizers. The guidelines would be circulated to GA members, TC and WG Chairs with a requirement that they apply to all IFIP sponsored and co-sponsored events and that organizers would not be allowed to use the IFIP logo unless they accept the provisions. A standard letter concerning publications arrangements would be sent out to conference organizers as an attachment to the Internal and External Event Approval Forms. It is also intended to provide these documents electronically.

Mr. Grafendorfer informed that he has visited the Secretariat on a number of occasions so as to discuss events management and the introduction and operation of the new Events Database which was converted to Microsoft Access. There are many useful features which would be further developed so as to more fully respond to the various IFIP needs.

In analyzing the event statistics, **the AMB Chair** informed Council of a decrease of 21 % in the number of IFIP sponsored events in 1995, as compared to the previous year. For the same period, full and main sponsored events decreased by 26 %. One reason is that not all events were submitted for recording. Fortunately, event proceeds increased from CHF 67 K in 1994 to CHF 94 K in 1995, or approx. 40%. In future, AMB would consider a mechanism for invoicing event organizers for sponsorship fees.

The President encouraged TC Chairs to take appropriate measures so as to ensure that event forms are submitted on a regular basis.

3.13 Technical Committees and Specialist Group Reports

3.13.1 TC 2 Software: Theory and Practice

Mr. Kurki-Suonio pointed out that the next TC 2 Meeting will be in Oxford, England on 13-14 July 1996. Currently, TC 2 does not have members from Canada and Poland and there is no contact with the representatives of Italy, Australia, China, South Africa and Tunisia. The activity level is satisfactory and most working groups hold one event per year. With regard to conference proceeds, the TC 2 Chair informed that working groups do not feel to be in a business of making money.

Mr. Rosenfeld drew attention to the fact that TCs could apply for DCSC funds when organizing events in developing countries.

3.13.2 TC 3 Education

Mr. Bollerslev reported that the next TC 3 Annual Meeting is scheduled for 1-2 September 1996 in Wollongong, Australia. Since 1 January 96, WG 3.2 and 3.5 have new Chairs. TC 3 is involved with the preparations of WCC 96 and the TC 3 Chair is happy to see that Council is enthusiastic about the educational component.

A financial report for WCCE 95 is in preparation by the local organizers. Preparations for WCCE 2001 in Copenhagen are under way and the organizers are attempting to identify potential sponsors. The activity level of most working groups is high, however, some events do not have allocated reference numbers as not all information concerning their organization is clear. The TC Chair has urged that event request forms are submitted to the IFIP Secretariat.

Mr. Bollerslev expressed his satisfaction with the developing IFIP TC 3 - UNESCO cooperation (please refer to item 3.14.5). Finally, a concern was voiced that Council and GA members have not been instrumental in convincing member societies to appoint members to TC 3.

3.13.3 TC 5 Computer Applications in Technology

Mr. Rolstadås reported on behalf of the TC 5 Chair, Mr. Mikami and informed Council that the next TC 5 Meeting will be held in Trondheim, Norway on 10 May 1996. There are new TC 5 members from Germany, Slovakia, USA and Singapore while inactive members from Canada, Argentina and Bulgaria were dismissed. Two regional vice-chairs were appointed, as well as a new chair of WG 5.8.

WG 5.8 is revitalized and the establishment of WG 5.12 is in process. Other working groups have a satisfactory level of activities.

The problem with the Journal on Computers and Industry remains and this would be discussed during the next TC 5 meeting. TC 5 has held several successful events and greatly contributes to IFIP royalties from publications. A major future event is the organization of CAPE 97 in the USA in November, 1997. CAPE 2000 would be hosted by Singapore.

Mr. Rosenfeld inquired how important is the Journal on Computers and Industry to TC 5 and what is the reason for the decrease in TC 5 events. Mr. Rolstadas mentioned that a special column is reserved for the TC 5 Chair and information is provided with regard to TC 5 activities. Some papers from TC 5 events are also included. The IFIP logo is no longer displayed so Computers and Industry is no longer considered to be an IFIP journal. IFIP would be in a weak position to retain its rights over the Journal. As to the number of events, one reason is that the market for conferences is going down.

3.13.4 TC 6 Communication Systems

Mr. Khakhar reported on behalf of the TC 6 Chair, Mr. Spaniol. The next TC 6 meetings are planned to be held in Montreal, Canada (26-27 April 1996) and in Harare, Zimbabwe (mid October 1996). New members of TC 6 were nominated from the Czech Republic, Hungary, Malaysia, the Netherlands and Spain.

Most working groups maintain a high level of activities. TC 6 recognizes that WG 6.5 has had a glorious history and has fulfilled the goals and expectations included in its aims and scope. At the next TC 6 meeting, the dissolution of WG 6.5 and the creation of new task groups would be discussed. TC 6 proposes the transfer of the task group on Intelligent Networks and the task group on Wireless Communications into working groups. A new initiative in the field of communication systems for developing countries is launched and this activity would start as a task group.

TC 6 is a main contributor to IFIP events proceeds and royalties; it organizes many successful conferences leading to publications. Some difficulties relating to sponsorship fees and publications were experienced. No agreement was reached with Chapman & Hall for the electronic publication of the First Virtual conference.

The President mentioned that TC 6 has a good experience in interacting with other organizations. **Mr. Khakhar** agreed that good examples are the preparations and organization of AFRICOM 96 and SEACOMM 96. There is no competition with ICCS as TC 6 concentrates on technical aspects, and ICCS on applications.

Mr. Johnson asserted the importance of creating an IFIP archive of papers and, with regard to 1st Virtual, he persisted with the matter so as to obtain copyright. IFIP should be more active in organizing different new forms of conferencing and PC would prepare a proposal concerning virtual conferences for GA discussion.

3.13.5 TC 7 System Modelling and Optimization

Mrs. Glenn referred to the report of the TC 7 Chair, Mr. Kail and said that the TC consists of 29 full members and 6 WG Chairs. The next TC 7 meeting is scheduled for June 1996. Roughly 40 % of the members are inactive and attempts are made to involve IFIP GA members in nominating representatives to TC 7. Since Calgary, two working groups have

held events. Further events are envisaged in the course of 1996. TC 7 plans to revise its Aims and Scope, and so do 4 of the 7 working groups.

Some publication problems were experienced with Chapman & Hall in bulk sales for smaller and specialized events.

3.13.6 TC 8 Information Systems

Mr. Khakhar reported on behalf of the TC 8 Chair, Mr. Glasson. The last TC 8 meeting was held in August 1995 in Trondheim, Norway and was attended by 15 national representatives and all six working group Chairs. The next business meeting is scheduled for April 1996 in Arizona. Working groups have several events scheduled for 1996 and beyond and there are plans for an active participation in WCC 98. Currently, electronic mailing lists are being compiled so as to facilitate communications.

3.13.7 TC 9 Relationship Between Computers and Society

Mr. Jaervinen drew attention to his report and informed Council that the next Annual meeting is scheduled for 16-17 March 1996 in Tel Aviv, Israel. Australia has a new representative and other member societies are requested to consider nominating members to TC 9. Working groups 9.1, 9.3, 9.4 and 9.5 have new Chairs.

The general level of activity of TC 9 and its working groups is considered to be good with the organization of a number of events in the pipe-line. A successful Newsletter is published by the group on Social Implications of Computers in Developing Countries and the 3rd Namur Award was given in January 96 to ALTERNEX. TC 9 and its working groups look forward to actively supporting WCC 98.

3.13.8 TC 10 Computer Systems Technology

Mr. Hoerbst referred to his report and mentioned that out of the 17 planned events only 3 are recorded by AMB. This is mainly due to a 100% change in working group chairmanship. More TC 10 event requests would be submitted in due course.

The next TC 10 meeting is scheduled for September 1996 in Canberra, Australia. Apart from WG 10.6, all working groups are in good shape. New members, in accord with Bylaw 4.3.2 cat. B, are representatives from the UK and France. There are some problems with inactive members from Eastern Europe and China. The financial situation of TC 10 is very satisfactory and working groups 10.5 and 10.7 maintain their own WWW pages.

3.13.9 TC 11 Security and Protection in IP Systems

Mr. von Solms reported that valuable information concerning TC 11 and its activities can be found on the WWW homepages, maintained by the TC 11 Vice-Chair in Austria.

The main thrust in TC 11 activities is geared towards the preparation and organization of EFIP/SEC 96, 21-24 May 1996, Samos, Greece. Most working groups are heavily involved

with the organization of this event and would also hold related events and meetings. The Conference registration fee is USD 450. China invited IFIP to host IFIP/SEC 2000 but so far there is little communication on the subject. TC 11 agreed to hold SEC 2000 as a related event to WCC2000.

In the Information Security field many competitive conferences are organized. One such area is medical informatics security and TC 11 is looking forward to a closer cooperation with IMIA. TC 11 is working hard to create regional and local groups and in such cases it is hard to adopt the IFIP sponsorship scheme in organizing smaller events. There is however sense in requesting proceeds from larger conferences.

Mr. Melbye recalled that fees are normally not requested for workshops. Sponsorship fees should be regarded as a way to raise funds for other IFIP activities, including grants.

3.13.10 TC 12 Artificial Intelligence

Mrs. Carlucci-Aiello recalled that she has little experience as TC 12 Chair as she entered office in January 1996. The TC 12 Secretary was re-appointed and the TC Chair is attempting to identify one or two Vice-Chairs. The next meeting of TC 12 is scheduled for June 1996 in Bonn, Germany.

Following Calgary, there is little to report on activities. The main challenge now is to assess the state of its working groups and then to proceed further in strengthening cooperation between IFIP and other organizations in the field of Artificial Intelligence. **Mrs. Carlucci-Aiello** requested other TC Chairs and IFIP as a whole to help TC 12 in making further progress.

Mr. Rosenfeld inquired how healthy TC 12 is and what would become of it in future. **The TC Chair** responded that TC 12 is in a very weak position and she accepted to chair the committee, following serious considerations. There is room for developing future activities and she could only promise to do her best.

3.13.11 TC 13 Human-Computer Interaction

Mrs. Hammond reported that no further meetings had been held since Calgary. The next TC 13 meeting is scheduled for 14 April 1996 in Vancouver, Canada. The current membership is 20. Canada has recently nominated its representative and the appointment is in progress. Three IFIP member societies are expected to nominate representatives to TC 13.

INTERACT 97 will be held on 14-18 July 1997 in Sydney, Australia and preparations are under way. The Call for participation will be released in April 1996.

Finally, **Mrs. Hammond** stressed the necessity for a stronger interaction between IFIP Technical Committees.

3.13.12 SG 14 Foundations of Computer Science

Mr. Gruska informed Council that the next SG 14 Meeting would be held in Pennsylvania, USA in conjunction with the Federated Computer Science Conference, 20-26 March 1996.

SG 14 has formed a panel to identify a new Chairperson. Working group's activities are developing steadily and SG 14 is considering establishing a new group in the field of Physical Foundations of Computations. Future plans include the organization of several meetings and events.

3.14 Committee Reports

3.14.1 Admissions Committee

Mr. Ozeki referred to the Admissions Committee Report and informed Council that the Azerbaijan Academy of Sciences has shown interest in joining IFIP as Full Member. INFORMS (Institute for Operational Research and the Management Sciences) intends to apply for IFIP Affiliate Membership. Information concerning application procedures were provided to these organizations.

The President advised that during GA 96 the issue of having more than one member society per country should be considered. **Mr. Bauknecht** recommended that a list of potential IFIP members should be developed and requested TC Chairs to identify countries which are represented in working groups, but are not yet IFIP members, so as to encourage them to apply for IFIP membership.

In response to a query from **Mr. Rosenfeld** concerning the CEE and FSU status of membership, **Messrs. Nedkov and Johnson** shared with Council that these countries face serious financial problems which relate not only to payment of membership dues, but also to participation in meetings and events. **Mr. Rolstadås** advised that UNESCO could be consulted so as to assist dues payments and travel support. **Mr. Johnson** recommended the President to consider some financial support for Council 97 in Bratislava in order to provide partial travel support for Eastern European non-Members to attend.

3.14.2 Congress Committee

Mr. Guy reported that Beijing was chosen for the site of WCC 2000 and a letter was sent to China for confirmation of visas to all Congress participants. He is confident that such a confirmation would be provided. The Congress guidelines are being revised and would be sent out along with the letter of invitation for WCC 2002 bids.

Mr. Ozeki addressed Council on behalf of IPSJ and regretted the fact that China and Japan could not make a joint proposal for Congress 2000. Nonetheless, IPSJ is confident that Congress 2000 hosted by China would be truly innovative and would contribute to the future development of IFIP. Japan is willing to contribute to its successful organization and to the possibility to play host to future IFIP events.

3.14.3 DCSC

Mr. Fairall informed Council that the DCSC Chair, Mr. Gottlieb had requested him to convene the DCSC meeting which was attended by Messrs. Nedkov, Reis and Rosenfeld, Mrs. Hammond and Mrs. Glenn. He drew attention to the DC e-mail project and stressed that a

questionnaire should be sent out to IFIP members from developing countries, according to the UN classification, as follows:

1. Does your Society have e-mail?
2. How extensive is coverage to your members?
3. Is cost high?
4. What kind of assistance would be of value?
5. Are you aware of the IFIP WWW homepages?

Since DCSC funds are rather limited, financial assistance for WCC 96 participants will be limited to delegates from DC member societies with preference for accepted papers. Ideally, DCSC money should be used as matching funds to that of local societies. A regional spread has to be kept in mind and waiving or reducing Congress registration fees for DCSC supported delegates needs to be negotiated with the Congress organizers.

Mr. Fairall noted with concern that the DCSC budget for 1996 is only CHF 10,000 and, if justified, the DCSC Chair could resort to the IFIP development fund. UNESCO and EU may provide additional support and societies should be encouraged to approach local or regional UNESCO offices for assistance.

A limited number of new IFIP books with Chapman & Hall are available for complimentary distribution to DC and DCSC intends to circulate information about who may request copies with the provision that they pay postage on a "first come first served" basis.

In May 96, a G7 meeting would convene in South Africa, accompanied by an exhibition featuring assistance in the field of IT education for DCs. **Mr. Fairall** advised that arrangements should be attempted in order to have IFIP represented along with the CSSA exhibit.

Mr. Rosenfeld pointed out that most DCSC members have access to e-mail and should work more actively between meetings. If IFIP wishes to promote activities in developing countries, the DCSC has to be more interactive. **Mr. Fairall** recalled that a short gap was inevitable as, following Calgary, there was a change of DCSC chairmanship and Mr. Gottlieb has not served before as a member of DCSC.

3.14.4 Finance Committee

Mr. Khakhar drew attention to his report and recalled that the outcome of 1995 is a surplus of CHF 159,565 which compensates for the deficit experienced during the last three years and re-establishes IFIP funds above the peak level of 1991. The IFIP auditors have examined the 1995 books and have concluded that the accounts and the financial statements are in accordance with the law and the requirements of the statutes. FC moved that Council accepts the 1995 result for final approval by GA 96.

Motion unanimously **Carried**.

As guidelines for preparing the 1997 budget, FC moved that Council accepts the following:

- the budget should be balanced;
- administrative expenses should not exceed dues from Members;
- dues from members should not be raised unless value added services to Members are offered;

- budget for TC-funded expenses should be specified.

Messrs. Funk and Johnson expressed their understanding that an inflation index is envisaged and dues should be inflation adjusted. **Mr. Guy** pointed that, in addition to inflation, some countries suffer from deteriorating exchange rates. **The President** stressed that, once inflation is accounted for, dues should not be raised if there is no added value to IFIP services.

Motion unanimously **Carried**.

Mr. Khakhar informed Council that FC reviewed the accounting procedures. Book keeping should be done by the Secretariat which should produce regular reports to Treasurer. In case of problems with recording, the Secretariat should consult with the Auditor and Treasurer. Assessment of IFIP finances and reports to the GA are done by Treasurer.

Mr. Melbye reported that as Treasurer he was heavily involved in recording income and expenditures as the new accounting system was introduced at the Secretariat in January. The Secretariat has not received sufficient training in using the new system. Once the training period is over and the Treasurer and Auditor agree on the Chart of Accounts, contacts with the Auditor on operational issues should decrease. The Treasurer's responsibility would be greatly focused on preparing reports and deciding on main issues.

3.14.5 IFIP-UNESCO Liaison

Mr. Nedkov referred to his report and informed that the IF IP-UNESCO Liaison Officer represented IFIP at the General Conference of UNESCO, Commission IV- Information, Communication and Informatics, 9-11 November 1995, Paris. DR. 5 prepared by IFIP, submitted by Bulgaria and supported by Australia, Austria, India, New Zealand and Zimbabwe, was well received by the Commission and reassurances were made that WCC 96 would be supported by UNESCO. Consultations were made on issues relating to IFIP-UNESCO activities. GA members were informed by e-mail and advised on the procedure to apply for UNESCO sponsorship for IFIP related activities.

The IFIP-UNESCO Liaison Officer was pleased to note that there is a favorable development in the contacts with UNESCO and IFIP TCs express a growing interest to contribute. Joint initiatives include the 3rd UNEVOC Meeting, October 95, Paris, the Electronic Publishing Conference, 19-23 February 96, Paris, the International Conference on Information Technology: Supporting Change through Teacher Education, Kiryat Anavim, Israel, 30 June - 5 July 1996, the Second International Congress "Education and Informatics", 1-5 July 1996, Moscow, Russian Federation, the translation into several languages of the TC 3 "*Informatics for Secondary Education: A Curriculum for Schools*" and others.

The 149th session of UNESCO's Executive Board would examine UNESCO's relations with NGOs. Requested additional information on IFIP and its activities was prepared and sent.

The Commission of the European Communities has promised support to Congress 96 participants from Central and Eastern Europe.

The President expressed his appreciation of the work and advised that he intends to take part in the International Conference on Education and Informatics in Moscow.

3.14.6 Internal Awards Committee

Mr. Morris advised that a discussion paper would be prepared for GA so as to consider possible changes in the conditions governing the Silver Core Award. He invited TC Chairs to contribute to this work and to consider names to be submitted to GA by the Internal Awards Committee for the Outstanding Service Award.

With regard to Mr. Gruska's comment that a justification should accompany a nomination for the Silver Core, **Mr. Morris** responded that this is not necessary as the requirements are quite specifically defined categories.

3.14.7 Marketing Committee

Mrs. Glenn referred to her report and said that prior to the MC meeting, a document, outlining IFIP and its services, was circulated. This document was the basis for discussion which indicated that we need to re-position IFIP as the international IT organization dealing with IT matters globally and locally. IFIP's strengths, weaknesses, its opportunities and threats were identified.

In focusing on the future, it was recognized that IFIP volunteers are not professional marketers and that a market consultant was needed to develop a market strategy plan so as to identify the value that IFIP could have for its member societies, TCs, IT organizations, industry, supporters, governments, international organizations, IT professionals and IFIP volunteers. This strategy should provide a marketing structure to specifically address the different constituents, and support the re-positioning of IFIP. With this in mind, **Mrs. Glenn** proposed that IFIP hires a marketing communications consultant.

The President pointed out that hiring a Consultant would involve a lot of money and at the same time his work could contribute to IFIP's visibility. He queried whether an IFIP volunteer could be engaged rather than to engage an outside person. **Mr. Goldsworthy** stressed the importance of developing a brief for the consultant before further actions are taken.

Messrs. Hoerbst, Grafendorfer and Navez held the opinion that a main task of a Consultant would be to provide the methodology, not the content. His activity should be targeted to display the "story line" and this would be beneficial to IFIP member societies. **Mr. Rolstadås** also considered that the methodology is quite important in developing a market strategy as, from his experience, member societies express views on weaknesses but it is not always easy to identify future opportunities.

Messrs. Morris, Nedkov and Melbye held the opinion that IFIP's primary market place is its members. IFIP should address such questions as: Are we doing enough to communicate with our Members? How might we do it better? What do our Members expect from us? **Mr. Melbye** recalled that IFIP should realize its capabilities as it is an organization of volunteers and not a commercial enterprise. IFIP's Members between themselves are a very heterogeneous market.

Mr. Tienari found it difficult to consider IFIP in terms of products and markets. It would be wise if the IFIP services are viewed from the perspective of IFIP Members. **Mr. Rosenfeld** expressed an opinion that a person from a member society could be engaged with the development of a market strategy.

The President thanked everyone for the debate and confirmed that he will consult with member societies inviting suggestions about how IFIP could improve its services to its Members. EB would consider the possibility of hiring a Consultant and, in the meantime, he encouraged MC to develop an IFIP marketing plan for consideration by GA and to work via e-mail interactively.

3.14.7.1 IFIP Newsletter

Mr. Rosenfeld reported that everything is going well with the Newsletter. There are no changes in the layout. Articles and information are received from TCs. There is a synopsis on member societies. In the past, copies of the Newsletter were sent to Conference organizers and IFIP should consider resuming this practice.

3.14.8 Publications Committee

Mr. Johnson referred to his report and said that the PC is pleased with the sales of IFIP publications with Chapman & Hall. 38 books and 1 CD-ROM were published in 1995. Total revenue for the IFIP publications, including the 4 titles published in 1994, for the year ending 31 December 1995 was GBP 332.028. Gross royalties payable for 1995 total GBP 59.220. Back sales are proving better than expected. The PC Chair holds regular meetings with Chapman & Hall and this has improved communications on a range of issues. Marketing has steadily improved and the Publisher is building an "IFIP Resource Centre", as demonstrated in Sandton. The introduction of a standard tariff for IFIP publications is intended to ensure that all TCs receive equal treatment and the rules and procedures are transparent. Vice-President Funk has prepared an analysis of citations of IFIP publications showing disappointing levels of citations and PC is considering how to increase visibility. The IFIP Secretariat has established a list server of member society newsletter editors and this should help publicize IFIP books and IFIP events. PC members communicate intensively via e-mail.

Mr. Funk commended the PC Chair's management style and referred to the PC as a model for the work of IFIP committees. He informed that the papers from the ICSU/UNESCO Electronic Publishing Conference would be available on-line and he would communicate the site shortly.

Referring to virtual conferences, **Mr. Johnson** considered two aspects as important - e-mail exchange and recording. The organization of such conferences would be investigated by PC.

The President said he is very pleased to have an active Publications Committee.

3.14.9 Statutes and Bylaws

Mr. Morris presented the report on behalf of the SBC Chairman, Mr. Bobillier and informed that it addresses subjects raised after the Calgary GA meeting. Advice is requested for the preparation of the SBC report to GA with regard to the following draft proposals:

Disposal of assets in case of dissolution: add at the end of Art 7 (p. 11): "The assets will be transferred to one or more non-profit organizations with aims similar to those of IFIP"

Secretary and Treasurer elect: Art 3.4, paragraph 1 (p.21): Replace the last sentence by: "The Secretary-elect and the Treasurer-elect shall be elected one year before taking their office to allow a smooth transition".

Cognizant person: To avoid the ambiguity of the current "Cognizant Trustee" replace everywhere "Cognizant Trustee" by "Cognizant Council Member"

(this issue was addressed under item 3.11)

Art 3.3 (p 20-21): Replace "Full Members" by "Full or ex-officio Members". As ex-officio members can vote, they should also be able to nominate.

Art 3.4 (p 21): Replace paragraph 2 by: "The election procedure is described in the Standing Order Supplement 8".

Mr. Morris requested Council's position on the following:

Proxies: The SBL/Standing Orders do not limit the number of proxies a GA member can carry. It is suggested to limit to 3 this number, thus allowing any GA Member to have a maximum of 4 votes.

Messrs. Funk, Goldsworthy, Rolstadås and Bauknecht stressed that last moment arrangements would be difficult if this rule is adopted by GA and it is the right of every GA member to give his/her proxy to whoever he/she prefers.

The majority of Council members **Concurred** that the number of proxies a GA member can carry should not be restricted.

Robert's rules of order: Drop Art 3.6 Conduct of Meetings.

Mr. Funk suggested that the Robert's rules of order are maintained. **Mr. Morris** recalled that every time IFIP referred to these rules, they were either irrelevant or incomprehensible. There was, however, a general feeling that unless a better alternative can be found we should retain Robert's since, without it, we would have no basic rules for the conduct of our meetings.

Mail ballot: Article 4.3.2 (p 10): Add to the sentence of para. 3: "Members eligible to vote will be provided with adequate background information via mail, fax or e-mail, as appropriate, all of which will be acceptable media for returning votes".

Messrs. Johnson and Goldsworthy and **Mrs. Hammond** supported the suggestion to allow e-mail voting, stressing the importance that voting lists should be provided following the vote and that voting is organized subject to appropriate security procedures. **Mr. Morris** informed that EB holds the opinion that in open voting details of the votes cast should be given while in the case of closed votes only a list of who voted should be provided.

Council Agreed.

3.14.9.1 IFIP History

Mr. Zemanek reported on the preparations of the publication "35 Years of IFIP". The situation has improved thanks to the initiative of **Mr. Rolstadås**. The structure of the publication was reshaped and would cover the following major areas: IFIP in a changing world, professional activities and operations, publications, TCs, member societies, IFIP Secretariat, an extended Silver Summary and other.

Mr. Zemanek advised that the deadline for contributions is set for 15 May 1996 and that papers should be submitted in ASCII or Word 6.0 format.

3.15 Affiliate Members

Materials from CEPIS and the VLDB Endowment, Inc. were distributed to Council.

3.16 Future Meetings

Mr. Morris announced that EB would meet on 4 September (Wednesday), 1996 in Canberra. The GA 96 series of meetings are scheduled to begin on 6 September (Friday) after lunch and will end on 10 September (Tuesday) at noon. The meeting of the Task Force on Harmonization of Standards for IT Professional will convene on 5 September (Thursday). The Presidents' Luncheon will be organized on 4 September.

C 97 is scheduled for 3-6 March in Bratislava, Slovakia. EB would meet on 2 March.

At least two member societies are interested in hosting GA 97 and formal invitations are expected for decision by GA. There are no signs of invitations for Council meetings from 1998 onwards.

Mr. Goldsworthy proposed that IFIP should consider financial support for the organization of Council and General Assembly meetings in developing countries. **Mr. Rolstadås** concurred that IFIP should aim to adopt such a support scheme.

Council requested the President to decide which members to approach.

Mrs. Carlucci-Aiello informed Council that she would investigate the possibility of hosting an IFIP Council or GA meeting in Italy, possibly in conjunction with lectures or seminars by IFIP participants aimed at raising funds.

3.17 Closing of Meeting

The President once again expressed IFIP's gratitude to CSSA and Mr. Guy for the excellent organization and cordial hospitality. He thanked the Council participants for their contributions and declared the Council 96 Meeting closed.