



ISO/IEC JTC1/SC7  
Software and Systems Engineering  
Secretariat: CANADA (SCC)

## ISO/IEC JTC1/SC7 N2961

2003-12-09

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**ISO/IEC JTC1/SC7  
PLENARY MEETING AGENDA  
Brisbane, Australia  
May 09 - 14, 2003**

**Location:** Sheraton Brisbane Hotel, 249 Turbot St, Brisbane, Queensland 4000, Australia

**WEEK SCHEDULE AT A GLANCE**

	<b>09:00 - 11:30</b>	<b>13:00 - 18:00</b>	<b>18:00 - 20:00</b>
05-08		Comment database training workshop (starts at 14:00 hrs)	
05-09	Advisory Group (starts at 10:00 hrs)	Advisory Group	Advisory Group (if necessary)
05-10	1st Session of Plenary + WG 2, 4, 6, 7, 9, 10, 12, 19, 20, 21, 22, SWG1, SWG 5, Ad-Hocs	WG 2, 4, 6, 7, 9, 10, 12, 19, 20, 21, 22, SWG1, SWG 5, Ad-Hocs	Reception
05-11	WG 2, 4, 6, 7, 9, 10, 12, 19, 20, 21, 22, SWG1, SWG 5, Ad-Hocs	WG 2, 4, 6, 7, 9, 10, 12, 19, 20, 21, 22, SWG1, SWG 5, Ad-Hocs	
05-12	WG 2, 4, 6, 7, 9, 10, 12, 19, 20, 21, 22, SWG1, SWG 5, Ad-Hocs	WG 2, 4, 6, 7, 9, 10, 12, 19, 20, 21, 22, SWG1, SWG 5, Ad-Hocs	Social
05-13	WG 2, 4, 6, 7, 9, 10, 12, 19, 20, 21, 22, SWG1, SWG 5, Ad-Hocs	WG 2, 4, 6, 7, 9, 10, 12, 19, 20, 21, 22, SWG1, SWG 5, Ad-Hocs	Advisory Group
05-14	WG 2, 4, 6, 7, 9, 10, 12, 19, 20, 21, 22, SWG1, SWG 5, Ad-Hocs	2nd Session of Plenary	

## DETAILED SCHEDULE

### **Saturday, May 8<sup>th</sup> 2004**

13:00 - 14:00 Delegates Registration (to be confirmed)

14:00 - 17:00 Comment database training workshop

### **Sunday, May 9<sup>th</sup> 2003**

09:00 - 10:00 Delegates Registration (to be confirmed)

10:00 - 18:00 First Advisory Group meeting

### **Monday, May 10<sup>th</sup> 2003**

08:30 - 09:30 Delegates Registration

09:30 - 10:30 First Session of the Plenary Meeting

1. Opening of the meeting - 09:30 hrs
2. Chairman's remarks
3. Meeting Logistics
4. Roll call of delegates
5. Appointment of drafting committee
6. Adoption of the agenda
7. Report of the Secretariat
  - 7.1. Status Report
  - 7.2. SC7 Project Information
8. Other Reports (please notify the Secretariat no later than April 30th)
9. SC7 Business Planning Group / Advisory Group Report
10. Review of Meeting Schedule
11. Meeting Closure

10:30 - 11:30 Working Group meetings

11:30 - 13:00 Lunch

13:00 - 18:00 Working Group meetings

### **Tuesday, May 11<sup>th</sup> to Thursday, May 13<sup>th</sup> 2003**

08:30 - 11:30 Working Group meetings

11:30 - 13:00 Lunch

13:00 - 18:00 Working Group meetings

Business Planning Group meetings (as required)

**Thursday, May 13<sup>th</sup> 2003**

17:30 - 21:00 Second Advisory Group meeting

**Friday, May 14<sup>th</sup> 2003**

08:30 - 11:30 Working Group meetings

11:30 - 13:00 Lunch

13:00 - 14:30 Second Session of the Plenary Meeting

12. Opening of the meeting
13. Roll call of delegates
14. Adoption of the agenda
15. Reports from Working Groups:
  - 16.1 WG2 -
  - 16.2 WG4 - DH. Lee
  - 16.3 WG6 - M. Azuma
  - 16.4 WG7 – D. Thiele
  - 16.5 WG9 -
  - 16.6 WG10 - A. Dorling
  - 16.7 WG12 - P. Morris
  - 16.8 WG19 – B. Wood
  - 16.9 WG20 – J. Garbajosa
  - 16.10 WG21 – L. Piper
  - 16.11 WG22 – P. DeWeese
  - 16.12 SWG1 - F. Coallier
  - 16.13 SWG5 - C. Jones
16. Approval of resolutions and statement of results
17. Subsequent meetings - location and date
18. Any other business
19. Adjournment

**Room Allocation**

TBD.

**ADVISORY GROUP - BUSINESS PLANNING MEETING**  
**Brisbane – Sunday 2004-05-09**  
**Draft Agenda (version 1)**

**10:00 Opening – Chairman’s remarks**

**10:10 Roll-call**

**10:15 Host Introduction**

**10:25 Adoption of Agenda and designation of rapporteur**

**10:30 Work Program Status**

- **Secretariat Report (See SC7 Web site)**

- **Operations Plans**
- **SC7 Project Plans**
- **New Work Items**

- **WG xx Convenor presentation**

- **WG yy Convenor presentation**

- **WG zz Convenor presentation**

*(Note: all WG presentations limited to 10 min and covering projects, project plans, project status and NWI)*

**11:15 Internal Liaison report and status**

- **ISO/TC176**

**11: 45 JTC1 PAS relevant to SC7**

- **OMG**

**12:00 Lunch Break**

**13:00 Presentation by Chairman on status and vision**

**13:30 Decision on follow-up**

**13:45 Study Groups Reports:**

- **Study Group on Systems Quality Management**
- **Study Group on user documentation Standards**
- **Study Group to review IS 14143-1:1998 Information Technology – Software Measurement - Functional size measurement – Definition of Concepts**
- **Study Group on the revision of ITU-T Rec. X.901-4|ISO/IEC 10746 Reference Model of Open Distributed Processing**
- **Study Group on System Life Cycle Process Assessment Model**
- **Study group on the content of system and software life cycle process information products (documentation)**

**15:00 Coffee break**

**15:30 SWG5 Report**

**15:50 IEEE-CS Liaison Report**

**16:20 Future Plenary**

**16:30 General discussion and other issues**

**16:45 Summary of action items for the week**

**17:00 Adjourn**

## **SECOND SESSION OF THE AG**

**Brisbane – Thursday 2004-05-13**

**Draft Agenda**

**18:00 Opening – Chairman’s remarks**

**18:10 Roll Call**

**18:20 Adoption of the agenda**

**18:25 Review of Resolutions**

**20:00 Adjourn**