



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

ISO/IEC JTC1/SC7 N3216

2005-05-16

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**ISO/IEC JTC1/SC7
PLENARY MEETING AGENDA
Helsinki, Finland
May 22 - 27, 2005**

Location: [Sodexho Hotel Vuoranta](http://www.sodexho.fi/hotellivuoranta/eng/), Täkykuja 3, FIN-00980 Helsinki, Finland,
<http://www.sodexho.fi/hotellivuoranta/eng/>

WEEK SCHEDULE AT A GLANCE

	09:00 - 12:30	13:30 - 18:00	18:00 - 20:00
05-21	WG 7 pre-meeting	WG 7 pre-meeting	
05-22	Advisory Group (starts at 10:00 hrs)	Advisory Group	Advisory Group (if necessary)
05-23	1st Session of Plenary + WG 2, 4, 6, 7, 9, 10, 12, 19, 21, 22, 23 SWG1, SWG 5, Ad-Hocs	WG 2, 4, 6, 7, 9, 10, 12, 19, 21, 22, 23 SWG1, SWG 5, Ad-Hocs	Reception starting at 17:00 hrs.
05-24	WG 2, 4, 6, 7, 9, 10, 12, 19, 21, 22, 23 SWG1, SWG 5, Ad-Hocs	WG 2, 4, 6, 7, 9, 10, 12, 19, 21, 22, 23 SWG1, SWG 5, Ad-Hocs	
05-25	WG 2, 4, 6, 7, 9, 10, 12, 19, 21, 22, 23 SWG1, SWG 5, Ad-Hocs	WG 2, 4, 6, 7, 9, 10, 12, 19, 21, 22, 23 SWG1, SWG 5, Ad-Hocs	Social Program and dinner starting at 16:00 hrs.
05-26	WG 2, 4, 6, 7, 9, 10, 12, 19, 21, 22, 23 SWG1, SWG 5, Ad-Hocs	WG 2, 4, 6, 7, 9, 10, 12, 19, 21, 22, 23 SWG1, SWG 5, Ad-Hocs	Advisory Group Social function starting at 20:00 hrs.
05-27	WG 2, 4, 6, 7, 9, 10, 12, 19, 20, 21, 22, 23 SWG1, SWG 5, Ad-Hocs	2nd Session of Plenary	

DETAILED SCHEDULE

Sunday, May 22th 2005

08:30 - 17:00 Delegate Registration
10:00 - 17:00 First Advisory Group meeting

Monday, May 23rd 2005

08:00 - 09:00 Delegate Registration
09:00 - 10:30 First Session of the Plenary Meeting

1. Opening of the meeting - 09:00 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. Chairman's and AG report
9. Review of Meeting Schedule
10. Meeting Closure

11:00 - 12:30 Working Group meetings
12:30 - 13:30 Lunch
13:30 - 17:00 Working Group meetings

Tuesday, May 23rd to Thursday, May 26th 2005

08:30 - 12:30 Working Group meetings
12:30 - 13:30 Lunch
13:30 - 18:00 Working Group meetings
Business Planning Group meetings (as required)

Thursday, May 26th 2005

18:00 - 20:00 Second Advisory Group meeting

Friday, May 27th 2005

08:30 - 12:30 Working Group meetings

12:30 - 13:30 Lunch

13:30 - 15:00 Second Session of the Plenary Meeting

11. Opening of the meeting
12. Roll call of delegates
13. Adoption of the agenda
14. Reports from Working Groups:
 - 16.1 WG2 - R. Hodgkinson
 - 16.2 WG4 - DH. Lee
 - 16.3 WG6 - M. Azuma
 - 16.4 WG7 - D. Thiele
 - 16.5 WG9 - P. Croll
 - 16.6 WG10 - A. Dorling
 - 16.7 WG12 - M. O'Neill
 - 16.8 WG19 - B. Wood
 - 16.9 WG20 – J. Garbajosa
 - 16.10 WG21 - R. Wittlock
 - 16.11 WG22 - D. Kitson
 - 16.12 WG23 - S. Kato
 - 16.13 SWG1 - F. Coallier
 - 16.14 SWG5 - C. Jones
15. Approval of resolutions and statement of results
16. Subsequent meetings - location and date
17. Any other business
18. Adjournment

Room Allocation

Details will be provided to delegates at onsite registration.

ADVISORY GROUP - BUSINESS PLANNING MEETING
Helsinki – Sunday 2004-05-22
Draft Agenda

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 and Administration

- **Secretariat Report (See SC7 Web site)**
 - **SC7 Project Plans**
 - **New Work Items**
 - **Proposed NWI on Software Life Cycle Profiles and Guidelines for use in Very Small Enterprises (VSE) N3202.**

- **WG 22 Convener presentation**
- **WG 21 Convener presentation**
- **WG 02 Convener 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**
- **IEC/TC56**

- **ISO/TC 210 - IEC/ISO 62304 "Medical Device Software - Software Life Cycle Processes"**
- **ISO NWI on risk assessment (N3199, N3206)**
- **ISO Study Group on Security (N3188)**

11: 45 External liaisons

- **itSMF**

12:00 Presentation by Chairman on status and vision

12:30 Lunch Break

13:30 Decision on follow-up

13:45 Study Groups Reports:

- **Study Group on Non-Developed Components**
- **Study Group on Architectures N3204**
- **Study Group on Revision of ANSI NCITS 354-2001 – N3189**
- **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 – N3182**
- **Study group on User Documentation Standards**
- **Study Group on Certification N3190**
- **Study group on Software Assurance Requirements N3182**

15:00 Coffee break

15:30 SWG5 Report

15:50 IEEE-CS Liaison Report (N3205, N3208)

16 :10 JTC1 SWG on Vocabulary – D. Kitson

16:20 JTC 1 SWG on Accessibility – R. Hodgkinson – N3213

16:30 Future Plenaries N3215

16:40 General discussion and other issues

16:50 Summary of action items for the week

17:00 Adjourn

SECOND SESSION OF THE ADVISORY GROUP

Helsinki – Thursday 2004-05-26

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