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TITLE: Minutes of Meeting
ISO/IEC JTC1/SC7/WG7
Brisbane, Australia, June 5-9 1995

SOURCE: JTC 1/SC7/WG7

WORK ITEM:

STATUS:

REFERENCES:

ACTION: Information and Appropriate Action.

Francois Coallier

ISO/IEC JTC1/SC7 Secretariat

Attached is an uuencoded MS Word for Windows 6.0 (.doc) file in letter format.

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Convener: USA (ANSI)

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4 November 1995

Subject: Revised Minutes - WG7 Brisbane Meeting, 5-9 June 1995¹

1. Opening and Welcome. WG7 met in Gold Coast, Australia on 5-9 June 1995. Acting Convener Raghu Singh welcomed the WG7 members and experts. The following National Bodies were present at this meeting: Australia, France, Japan, Korea, the United Kingdom, and the United States of America. The following persons attended this meeting:

Mr. Andrew Beitz (Australia)
Mr. Andy Coster (UK)
Mr. Perry R. DeWeese (USA)
Mr. Jin Ok Jeon (Korea)
Mr. Stan Magee (USA)
Mr. Noritoshi Murakami (Japan)
Mr. Seh-woong Park (Korea)
Mr. Thomas M. Pigoski (USA)
Dr. Raghu P. Singh (USA)
Mr. Doug Thiele (Australia)
Dr. Claude Vogel (France)

2. WG7 Conventionship. James R. Roberts stepped down as Convener of WG7. Raghu P. Singh served as the acting Convener at the meeting. WG7 unanimously expressed its gratitude to Mr. Roberts for his leadership and support for the past six years.

3. Adoption of the agenda. WG7, with minor modifications, adopted the draft agenda.

¹ Modifications: in 14.5 and 14.6, insert "preliminary" before "draft technical report."

4. Appointment of secretary. Andrew Beitz was appointed secretary for the meeting.

5. Approval of the Rome minutes. WG7 reviewed and approved the minutes of the Rome meeting.

6. ISO/IEC 12207. Project Editor Raghu Singh stated that he had incorporated the resolutions from the Rome meeting and, in February 1995, mailed the final Standard to the ISO Secretariat for publications. ISO Secretariat made some minor editorial changes to the Standard to conform with the ISO format requirements. The Editor announced that publication of the Standard was imminent -- the expected time would be the third quarter of 1995.

7. Guide for ISO/IEC 12207 (Project 07.26). Project Editor Doug Thiele distributed copies of the Project Requirements. The requirements were discussed and reviewed by WG7 and approved by the National Bodies present at the meeting. This document was handed over to the SC7 Secretary for further action.

The Draft Technical Report, Guide for ISO/IEC 12207, was discussed and reviewed by WG7, and approved by the National Bodies present. The approval was accepted on the basis that Project Editor Doug Thiele would take the review comments and edit the document appropriately for the comments made. It was agreed that the Editor should update the Guide using the:

1. Material provided by delegates as soft copy at the meeting;
2. Appropriate pictures from Raghu Singh's set;
3. Comments made by delegates during the meeting; and
4. The Japanese tailoring examples for inclusion in Annex D.

The Editor was requested to incorporate those materials into the Guide by 30 June 1995 and to forward it electronically (uuencoded e-mail) to Mr. Andy Coster for review. A baseline document will be forwarded to the Convener by 31 July 1995 so that it can be circulated for comment within SC7 prior to the Durban meeting.

8. Software Life Cycle Model Tailored for Mockup and Prototype (Project 07.35)

WG7 discussed and reviewed the project requirements for the Technical Report, Mockup and Prototype, and the National Bodies present approved them. The project requirements were revised according to the SC7 standard on project requirements, dated August 1994.

[Post-note from the Convener: Previously, this document was circulated as a Base Document, but not as a PDTR ballot document. On 25 July 95, the Project Editor, Dr. Claude Vogel, was requested to send the document to the SC7 Secretary for PDTR Ballot. Hopefully, this removes the lingering confusion and the document can now be expedited.]

9. Software Maintenance Standard (Project 07.xx)

The project requirements for the standard, Software Maintenance, was discussed and reviewed by WG7 and approved by the National Bodies present. The project requirements were revised to conform with the related SC7 standard.

10. System Life Cycle Processes Standard (New Work Item)

The project requirements for a new Standard, System Life Cycle Processes, were discussed and reviewed by WG7 and approved by the National Bodies present. The project requirements were rewritten according to the SC7 standard on project requirements. The proposed standard would address systems containing software, hardware and personnel.

11. Resolution Point Paper: Measurement Process for ISO/IEC 12207

A resolution point paper to develop measures to support the ISO/IEC 12207 processes was prepared by Mr. John McGarry (USA) and submitted to WG7 for consideration. WG7 discussed and reviewed that point paper and the National Bodies present approved it for SC7's consideration. The Convener forwarded this document to the SC7 Secretary for presentation to the SC7 Plenary for National Bodies' concurrence and subsequent letter ballot. When agreed by the National Bodies, a project would be established to address measures for ISO/IEC 12207.

12. Revision of ISO/IEC 12207

The United Kingdom delegation presented to WG7 a new work item for revising ISO/IEC 12207. Some countries felt that discussing revision of a standard that was going to be published was not in the best interest of the standard itself. Some argued that the standard needed to be applied and experiences gained before any revision effort proceeded. It was agreed that a new work item would be presented to WG7 by the UK at the SC7's 1997 Plenary and would be scheduled with the expected ISO 9001 revision.

13. Interaction with other projects

Mr. David Kiang briefed WG7 on TC56's current efforts related to Dependability (IEC 300-1/ISO 9000-4). [Dependability is the collective term used to describe the availability performance and its influence factors.] That brief was very valuable to the WG7 work related to guides and standards on software. Mr Kiang informed that TC56 was active in the following work items on dependability:

1. Guide to identification of software dependability requirements. Status: CD in 1995.
2. Guide to test methods for dependability assessments of software. Status: CD in 1997.
3. Software maintainability & maintenance aspects of dependability. Status: CD in 1997.

4. Software reliability prediction and methods. Status: Preliminary NWI in 1997.
5. Dependability of software for critical applications. Status: NWI in 1996.
6. Metrics for quantitative dependability assessment of software. Status: NWI in 1996.

The TC176 liaison, Dr. Yossi Winograd, advised WG7 on the status of ISO 9001 and ISO 9000-3, as follows:

1. Major re-write of ISO 9001 by 1998-2000 was in progress.
2. Consolidation of ISO 9002 and 9003, possibly into ISO 9001, was planned.
3. ISO 9001 design specifications had been created over a period of one year. They define the architecture of the next revision. The specifications would be going to National ballot. There was a possibility that: ISO 9001 might be written at a level higher than the current version; the next version of ISO 9000-3 DIS might be available for review by the Durban meeting; and ISO 9000-3 might not be rewritten for the ISO 9001 version of 1998-2000.

14. WG7 resolutions for the SC7 Plenary

WG7 passed the following proposed resolutions for consideration by SC7 at its 9 June Plenary.

1. JTC1/SC7 appoints Mr. Raghu Singh as Convener of WG7.
2. JTC1/SC7 appoints Mr. Perry DeWeese as editor for ISO/IEC 12207.
3. JTC1/SC7 instructs its Secretariat to change the name of SC7/WG7 from "Software Life Cycle Management" to "Life Cycle Management."
4. JTC1/SC7 instructs its Secretariat to submit to JTC1, for approval, the New Proposal on "System Life Cycle Processes Standard". When and if this New Proposal is approved by JTC1, JTC1/SC7:
 - (a) Assigns it to SC7/WG7;
 - (b) Appoints Mr. Richard Schmidt (USA) as Project Editor.
5. JTC1/SC7 instructs its Secretariat to submit to JTC1 "Mockup and Prototype" for preliminary draft technical report.
6. JTC1/SC7 instructs its Secretariat to submit to JTC1 "Guide for ISO/IEC 12207" for preliminary draft technical report.

7. JTC1/SC7 authorizes its Secretariat to circulate "Measurement Process to Support Software Life Cycle Management" Point Paper for comment and authorizes WG7 to establish a study group providing there is evidence of support from the member bodies. The Study Group will involve WG6, WG10, and WG12.

15. Future meetings

The next WG7 meeting will be held in Durban, South Africa, 30 October - 3 November 1995. All the members present planned to attend.

WG7 identified to Mr. Jim Knight, the South African point of contact, the following needs for the next meeting in Durban:

1. WG7 be geographically close to WG8;
2. At least 2 rooms for the meetings, with one room to be able to hold at least 15 people;
3. A projector;
4. A white writing board;
5. Universal power adopters (for portable computers).

Mr. Knight requested that if a WG7 member had any further requirements or questions about the next meeting, then he/she should contact him.

WG7 agreed to meet in Prague, Czech Republic on 27-31 May 1996 in conjunction with the SC7 Plenary.

Both Korea and Canada tendered their invitations to host WG7 in the Fall of 1996. WG7 did not decide at this meeting, but would do so in Durban.

16. Adjournment

Raghu Singh thanked the attendees for their participation and for their patience with numerous diverse documents. He thanked Mr. Beitz for taking the minutes. The meeting was adjourned shortly before noon.