



ISO/IEC JTC1/SC7
Software & System Engineering
Secretariat: CANADA (SCC)

ISO/IEC JTC1/SC7 N2548

2001-10-18

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Hope, New Jersey - USA, November 12-16, 2001.

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Note

CALL FOR PARTICIPATION
ISO/IEC JTC1 SC7 WG13 SOFTWARE MEASUREMENT PROCESSES
INTERIM MEETING

HOPE, NEW JERSEY, USA
November 12-16, 2001

ISO/IEC JTC1 SC7 WG13, Software Measurement Processes, will meet in Hope, New Jersey, USA from November 12-16, 2001. The purpose of the meeting is to discuss the implementation of the international standard, ISO/IEC 15939, *Information Technology - Software Measurement Process*, and position the standard for wide-spread distribution. Topics to be addressed include the relationship of this standard with respect to other measurement standards and initiatives, marketing and supporting implementation products, opportunities for future collaborations, and on-going integration of the measurement process within other ISO products.

All SC7 member nations are invited to attend. The meeting agenda is attached. The meeting will be held at Hope, New Jersey.

Hotel and Travel Information

Meeting SITE:

The Inn at Millrace Pond
P.O. Box 359
Hope, New Jersey 07844
USA

Reservations: 800-7466-4673 / 908-459-4884
Web site: www.innatmillracepond.com

AIRPORTS:

Newark International is a 1.5-hour drive
JFK is a 2.5-hour drive
LaGuardia is a 2.5-hour drive
Shuttle Service is available from the all of the airports to the Inn.
Minuteman Limousine Service 888-767-7662 / 908-459-5177
Engel's Limousine 800-459-8330

A WORD ABOUT RESERVATIONS:

The rooms are reserved until October 25, 2001. After that date, the property will release the room block. Please identify the name of the conference so reservation agents can offer special group rates. The rates are: Single occupancy: \$110.00, Double occupancy: \$120.00

If you would like assistance with your travel arrangements (e.g. shuttle to/from airport, room reservations, please contact Jeannie Hall (410-647-0939 or JKHIEI@aol.com).

All of the function space is "in-house" at the Raoul Wallenberg Conference Center. The Conference Center and Inn are within walking distance to Historic Hope village. For more information on lodging and conference location, visit the web sites listed under CONFERENCE SITE.

SAFETY

Given the events of the last month, there have been several questions about safety and whether the meeting will proceed. We will meet as scheduled. The meeting location is very safe: it is a inn in a very small town several hours drive from New York City that would never be considered a target. The only issue is with respect to travel. Each of you will have to judge whether you are comfortable flying.

MEETING AGENDA
ISO/IEC JTC1 SC7 WG13 SOFTWARE MEASUREMENT PROCESSES
INTERIM MEETING

Hope, New Jersey
November 12-16, 2001

1. General Information

Number: 8th WG13 Meeting
Date: November 12 (Monday) to November 16 (Friday), 2001
Place: Hope, New Jersey

The host organization is the U.S. Member Body

2. WG13 Convenor

John McGarry
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3. WG13 Secretary

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4. Agenda

The draft WG13 Interim Meeting Agenda is attached.

DRAFT MEETING AGENDA
ISO/IEC JTC1 SC7 WG13 SOFTWARE MEASUREMENT PROCESSES
Interim MEETING

Hope, New Jersey
November 12-16, 2001

The purpose of the meeting is to discuss the implementation of the international standard, ISO/IEC 15939, *Information Technology - Software Measurement Process*, and position the standard for wide-spread distribution and use. Topics to be addressed include the relationship of this standard with respect to other measurement standards and initiatives, marketing the standard, supporting implementation products, opportunities for future collaborations, and on-going integration of the measurement process with other ISO products.

Monday, November 12, 2001

0900 - 1200 Opening WG13 Interim Meeting

- Roll Call - Welcome and Introductions
- Approval of the Agenda
- Report from the Convenor
- Report from the Editors
- Reports from Heads of Delegations
- Approval of Previous Minutes
- Planning for Working Sessions

1200 - 1300 Lunch

1300 - 1700 WG 13 Working Session

Tuesday, November 13, 2001

0900 - 1200 WG13 Working Session

1200 - 1300 Lunch

1300 - 1700 WG13 Working Session

Wednesday, November 14, 2001

0900 - 1200 WG13 Working Session

1200 - 1300 Lunch

1300 - 1700 WG13 Working Session

Thursday, November 15, 2001

0900 - 1200 WG13 Working Session

1200 - 1300 Lunch

1300 - 1700 WG13 Working Session

Friday, November 12, 2001

0900 - 1200 Closing WG13 Plenary Meeting

- Review meeting minutes
- Review meeting report
- Assess progress against objectives
- Review decisions and resolutions
- Define action/task plan
- Review revised WG13 schedule
- Group photo
- Adjourn

1200 - 1300 Lunch

Morning and afternoon breaks scheduled as appropriate.

WG13 Working Sessions - Work to Be Progressed

- Review final changes made before submittal of FDIS 15939
- Review status of FDIS ballot
- Discuss the on-going update of standards within ISO SC7, and the how the measurement process will be integrated with respect to other products
- Discuss the relationship of ISO/IEC 15939 with respect to other measurement standards and initiatives
- Refine the marketing approach and develop appropriate supporting products
- Define and begin development of possible implementation products
- Examine opportunities for future collaborations
- Discuss how the measurement process of ISO/IEC 15939 is being adopted by national, government and other international standards organizations, and how these other organizations will impact the direction of WG13
- WG13 management topics