

**2nd CEN/ISSS CDSG meeting
CEN/CENELEC, 35 Rue de Stassart, 1050
Brussels
Room 8 Toison d'Or – 1st Floor
12 April 2002
10.00 – 17.00**

Source: Secretary
Title: Draft Minutes
Document for: Approval

1 Meeting arrangements

Apologies for absence were received from Miss Li and Mr Þorsteinsson. The Project Team – Mr Clews and Mr Hjulstad – were welcomed to the meeting.

2 Approval of draft agenda

The agenda (CDSG2(02)01) was adopted with a modification to bring forward the item on CLAUI.

3 Minutes of the last meeting

3.1 Approval of the minutes (CDSG1(01)08)

The minutes of the last meeting were approved with the deletion of the last paragraph of section 5.5.

Abstentions were recorded from Mr Ksar, Mr Nordby, Mr Clews and Mr Hjulstad as they were not present at the last meeting.

3.2 Review of Action List

Action 1: some work had been done but the promotional paper was not yet for distribution. The action remained open and was due by the end of April;

Action 2: the action was still open. Ms Chen agreed to ask that the paper on relevant WS/EC projects be made available for Project Team (also by the end of April)

Action 3: Action completed;

Action 4: The DGs with potential interest in CDSG were identified as Education and Culture and Information Society – Mr Santos agreed to contact them;

Action CDSG 02/01 Mr Santos to contact DGs Education and Culture and Information Society.

Action 5: The action to try to involve the Council of Europe was still open and should be co-ordinated with action of Project Team.

4 Project Team

4.1 Final TOR of the Project Team

The final Terms of Reference for the Project Team (CDSG2(02)02) were noted

4.2 Project Team Selection

Document CDSG2(02)03 was noted and the Project Team members were invited to give any additional information they felt relevant. Both had been chairs of international groups and active in CEN Workshops.

4.3 Draft Programme - Chapter Headings

Mr Clews introduced document CDSG2(02)09, which set out the proposed chapter headings of the report. He stated that he had started work and had even begun to allocate man-days to some activities. As he saw it the report would be basically about the structure and strategies for undertaking work in this area. There was a need to establish identify links and liaisons – particularly with IT industry and user communities. The report should also look at particular areas of Europe –e.g. the Nordic regions.

Regarding Section 2 on the current structures, he recognised that this would take time to complete and might need the addition of more committees. The scope of the report would be the sum of the scopes of the parts and although there should be a reference to Design for all, this should not be the main item. Consensus building needs a strategic body on top with other committees beneath.

Mr Ketchell said that it was necessary to draw the distinction between specialist groups on cultural issues and the more general bodies, which should take account of these issues e.g. Learning Technologies and eBES. The latter was looking at localisation issues. This kind of thing needed to be done by the general groups.

He also felt that possibly the word “structures” needed amending. For pan-European co-ordination this probably would need to go to ICTSB, which includes not only the European Standards Organizations but also bodies such as W3C.

The Chair emphasised that the CDSG should not do technical work.

Mr Ksar said that the report should not be about structures but should present a view of the programme of work.

Mr Boyd agreed that it should concentrate on the programme element of the report. The “structures” only existed in the context of allocation of work.

Mr Nordby said that the ETSI User Group should be added.

It was agreed that CDSG Members should send the PT leader any proposals for additions.

Action CDSG 02/02. Members to send the PT leader any proposals for additions
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Mr Nordby said that Multilingualism was most important but Mr Hjulstad asked what languages should be considered - what about non-indigenous groups e.g. Urdu.

It was agreed that the target was existing European citizens not historical European groups.

Mr Arfvidson was concerned that the outline for the plan was very ambitious. The keypoints were those listed under sections 5, 6 and 7. It needed to be borne in mind that there would be customers for the standards and there would be national requirements. It was also necessary to take into account the heritage of the existing technical committee, whose work and taxonomy would need to be mapped. There would need to be a rolling programme, with a timetable and priorities.

Mr Clews asked about whether there should be a portal.

Mr Ketchell said that a portal should not be part of the Project Team TORs. The promotional aspects should be considered after the report.

Mr Ksar said the report would need to include ISO/IEC JTC1/SC17 for biometrics work. Mr Ketchell said that it should also look at the Smart Card Charter activity, which includes National ID, Health ID and Driving Licenses.

Mr Hjulstad pointed out that cultural diversity went beyond language. He asked where the practical scope should end – should the focus be on written language?

The Chair recalled the Project Team statement that the scope should be the union of the scopes of the groups mentioned in the report.

Mr Boyd said that the programme must have scope, priorities, timescale and allocation.

Mr Nordby pointed out that the Universal Common Identifier was quite far advanced and would need to extend beyond Latin.

Mr Ketchell said that the programme must reflect the market for the standards – this should not be confused with the sales of standards. There were different markets and there might be a need to identify both standards and legislation. The programme would also need to identify work in existing “general” committees.

Mr Ksar wanted the report also to identify which standards are being implemented and which are not.

It was agreed that the time frame for the activity was as follows:

- Contact details should be sent to the PT by 15 or 16 April 2002

Action CDSG 02/03 . Members to send the PT leader contact details

- Feedback to be provided by the end of April
- The interim report to be available by 10 May
- The next meeting of CDSG would be on 31 May and would discuss the interim report
- The report would be approved electronically by the end of June.

In the case of slippage might need to be another meeting on 12 July.

5 Reports

5.1 Report from CEN/TC304 (including Status of Secretariat)

It was noted that if the draft resolution in document CDSG2(02)08R1 were agreed by the CEN/BT, it would mean CDSG taking on technical work with relation to the on-going items. However it was emphasised that this would not be a precedent for undertaking technical work on any items identified by the Project Team in the programme.

The Secretary and the Chair agreed to look into how to keep the TC 304 documents available on the web or at least available to the Project Team.

Action CDSG 02/04 . The Secretary and the Chair to look into how to keep the TC 304 documents available

5.2 Report from CEN/ISSS Electronic Commerce Workshop

Ms Chen reported that the CEN/ISSS EC Workshop meeting had taken place in February and agreed to make the meeting report available for the CDSG.

Action CDSG 02/05. Ms Chen to make the report of the February EC/WS meeting available for the CDSG

The next meeting will be in June.

5.3 Report from CEN/ISSS Learning Technologies Workshop

Mr Van den Berghe reported. The most significant item for the CDSG was the one on learning object metadata (LOM). The Project aimed to ensure that the IEEE learning object metadata item is compatible with multilingualism.

The CDSG members expressed the opinion that many solutions do exist. It was agreed that the CDSG could help the LT Workshop identify these solutions.

It was agreed that the current draft of the CWA "Internationalization of the IEEE Learning Object Metadata" would be circulated to CDSG for their information and comment.

Action CDSG 02/06. Secretary to circulate CWA on Internationalization of the IEEE Learning Object Metadata

5.4 Report from JTC1 CLAU1

To note CDSG2(02)10, CDSG2(02)11

Mr Neville reported that there was a strong evolution in JTC1 to address cultural adaptability. This was because the market more and more demanded applications that can be used in every environment. This was not just a cultural and social need but an economic imperative. This had been accepted in the meeting in Berlin JTC1 SGF, where the JTC1 vision and scope statement now included reference to "related cultural and linguistic adaptability and societal aspects".

Mr Neville urged European countries to reinforce this message and to participate in JTC1 meetings and especially in the two new WGs in SC35 – WG5 Cultural, Linguistic and User Requirements (Convenor – Mr Neville) and WG6 Use Interfaces for disabled and elderly people (Convenor – Mr Arfvidson)

The next plenary meeting of JTC1 is in ETSI in October.

Mr Nordby referred to the ETSI TCHF work and Mr Ketchell mentioned the joint group on co-ordination of design for all and assistive technologies under ICTSB. Maybe it was necessary to address cultural issues in this context also. This should be recognised in the Project Team report.

Mr Neuville said that there was clearly a need to co-ordinate all this activity.

Mr Ksar stated that the US NCITS V2 was far ahead in this area and stressed that the CDSG must not be limited to just Europe requirements but must take the global perspective. Mr Ketchell reassured him that this need was fully recognised and pointed out that the US and W3C are active participants in the ICTSB group).

Mr Kolehmainen said that while it was clear that there should be maximum participation in international work, there might also be need for European trailblazer activity where Europe was ahead or where Europe had failed to convince the international activity.

5.5 ETSI/TCHF

Mr Nordby reported that ETSI had obtained funding out of the eEurope Standards Action Plan. It had been awarded 5 projects in the first (2000) budget and had now got another 6 in the second round.

One of the work items was related to new characters for mobile phones. There was very good involvement from industry. In fact the group might not go for standard in the first instance but opt for guidelines.

He advised members to look at the ETSI website (<http://www.ETSI.org>) if they wanted further information on the TCHF activities.

6 Promotional issues

6.1 Promotional paper from Mr Kolehmainen

Mr Kolehmainen stated that he was preparing a short paper "Cultural Diversity in ICT". The document would introduce what is traditionally seen as support for cultural diversity and then it would go on to show how it is impacted by the introduction of eCommerce. It would look at implementations for single market and wider and deal with the different scenarios – human at one end computer at the other, then computer to computer when the initial definition has been human.

6.2 Design and content of the CDSG website

The Chair said he had already done some work on this. The promotional paper by Mr Kolehmainen would form the cover page.

7 Policy initiatives

- 7.1 Council Resolution of 21 January 2002 on culture and the knowledge society
(2002/C 32/01)

Document CDSG2(02)04 was noted.

- 7.2 Call for proposals to promote linguistic diversity in the information society (2001
to 2005)

Document CDSG2(02)05 was noted.

- 7.3 Language barriers on the Internet

Document CDSG2(02)06 was noted.

8 Next meeting

The next meeting will take place on 31 May 2002.

**CEN/ISSS Cultural
Diversity Steering
Group**

CDSG2(02)13

J Boyd
27 May 2002
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Annex A

<p>2nd CEN/ISSS CDSG meeting</p> <p>Attendance</p>
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NAME	Phone & Fax	SIGNATURE
Chairman		
Mr Marc KUESTER <u>kuester AT saphor DOT net</u>	Tp: +49 7472 949100 Fx: +49 7472 949114	Present
CEN/ISSS		
Mr James BOYD <u>james.boyd AT cenorm DOT be</u>	Tp : +32-2-5500933 Fx : +32-2-5500966	Present
Mr John KETCHELL <u>john.ketchell AT cenorm DOT be</u>	Tp : +32-2-5500846 Fx : +32-2-5500966	Present
CEN/TC 304		
Mr Wolf ARFVIDSON <u>wolf.arfvidson AT statskontoret DOT se</u>	Tp : +46-8-4544699 Fx : +46-8-4544693	Present
Mr Erkki KOLEHMAINEN <u>erkki.kolehmainen AT tieke DOT fi</u>	Tp: +358-9-47630301 Fx: +358-9-47630399	Present
CEN/WS EC		
Ms Man-Sze LI <u>msli AT icfocus DOT co DOT uk</u>	Tp: +44 208 347 7355 Fx: +44 208 347 7356	Apologies
Ms Catherine CHEN <u>cchen AT fr DOT ibm DOT com</u>	Tp: +01 49 05 65 61 Fx: +01 49 05 55 38	Present
CEN/WS MMI/DC		
Mr Ian CAMPBELL GRANT <u>ian.campbell-grant AT icl DOT com</u>	Tp : +44-1344-472382 Fx : +44-1344-473007	Absent
CEN/WS LT		
Mr Eric DUVAL	Tp : +32 16 32 70 66	Absent

CEN/ISSS Cultural Diversity Steering Group

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CEN/ISSS Forum		
Mr Jan RIETVELD <u>jan.rietveld AT nen DOT nl</u>	Tp : +31-15-2690376 Fx : +31-15-2690242	Absent
ICTSB		
Mr Knut NORDBY <u>knut.nordby AT telenor DOT com</u>	Tp : + 47 900 49 903	Present
ISO/IEC JTC1/SC35		
Mr Yves Neuville <u>yn AT ifrance DOT com</u>	Tp :+33-1-46334060 Fx : +33-1-43255060	Present
ANEC		
Dr Gottlobe FABISCH <u>g.fabisch AT anec DOT org</u>	Tp : +32-2-7432470 Fx : +32-2-7369552	Absent
EC/DG ENTR		
Mr Cesar SANTOS <u>cesar.santos AT cec DOT eu DOT int</u>	Tp : +32 2 2951670	Present
EFTA		
Mr Jóhannes ÞORSTEINSSON <u>johannes.thorsteinsson AT efta DOT int</u>	Tp : +32-2-2861741 Fx : +32-2-2861750	Apologies
UNICODE		
Mr M. KSAR <u>mikeksar AT microsoft DOT com</u>	Tp: +1 650 693-1568 Fx: +1 425 936-7329	Present
PT Leaders		
Mr J. CLEWS <u>European AT sesame DOT demon DOT co DOT uk</u>	Tp: +44 171 412 78 26	Present
Mr H. HJULSTAD <u>havard AT hjulstad DOT com</u>	Tp: +47 64963684	Present

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Annex B

Action List

No	Responsible	Action	Status
CDSG 01			
01/01	Mr Kolehmainen	to draft a promotional paper	Ongoing
01/02	Ms Li	to draft a paper on relevant WS/EC projects	Ongoing
01/05	Mr Kolehmainen	to look into ways of obtaining the involvement of the Council of Europe.	Ongoing
CDSG 02			
02/01	Mr Santos	to contact DGs Education and Culture and Information Society	
02/02	Members	to send the PT leader any proposals for additions	
02/03	Members	to send the PT leader contact details	
02/04	Secretary and Chair	to look into how to keep the TC 304 documents available	
02/05	Ms Chen	to make the report of the February EC/WS meeting available for the CDSG	
02/06	Secretary	to circulate CWA on Internationalization of the IEEE Learning Object Metadata	