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Secretariat ISO/IEC JTC 1/SC 35 – Nathalie Cappel-Souquet – 11 Avenue Francis de Pressensé 93571
Saint-Denis La Plaine Cedex - France Address
Telephone: +33 1 41 62 82 55; Facsimile: 33 1 49 17 90 00; e-mail: nathalie.cappelsouquet@afnor.org

REPORT OF THE SC 35 PLENARY MEETING
University of Madison, Wisconsin
July 5th – 9th 2005

1 Opening of the meeting by the Chairman

Dr. Y. Neuville, chairman of SC35, opened the meeting thanking the University of Wisconsin for inviting SC 35, and expressed his appreciation to Dr. Gregg Vanderheiden and Dr. Gottfried Zimmerman, from the US delegation, for their support in arranging this meeting.

2 Chairman's welcome remarks

Dr. Neuville thanked the members who were attending.

He explained that the secretary will only arrive on Friday for the second session of the plenary, and that the current secretary, Mrs. Nathalie Cappel-Souquet, was not able to travel because she was pregnant. She was replaced by Mrs. Sylvie Arbouy, from Afnor, who is responsible of the follow-up of several other SCs from JTC1, especially SC 36.

3 Introduction and roll call of delegates

All the delegates were invited to introduce themselves.

The NBs represented were :

Canada, France, Germany, Japan, Korea, Sweden, USA.

The full attendance list is attached in Annex 1.

4 Appointment of the drafting committee

The drafting committee was appointed as followed :

- *Mr. Alain LaBonté*
- *Mr. Wolf Arfvidson*
- *Dr. Jim Carter*
- *Dr. Yoshikazu Yamamoto*
- *Dr. Gottfried Zimmermann*
- *Mr. Nakao Yoshihide*
- *Dr. Yves Neuville*

5 Adoption of the draft agenda (ISO/IEC JTC 1/ SC 35 N0769)

Dr. Jim Carter proposed a document to be discussed on the flow of work for accomplishing the SC 35 programme of work. This proposal was intended to be a draft resolution to be adopted at this plenary meeting. This proposal was added in "schedule for future meetings".

The rest of the draft agenda was approved.

6 Adoption of the Report of the 9th SC35 plenary meeting, in Tokyo, Japan , May 31st to June 5th 2004 (ISO/IEC JTC 1/ SC 35 N0685).

Dr. Gottfried Zimmermann proposed a couple of edits on the draft report which was the following :

Edit 1:

Under 4. Adoption of the draft agenda, toward the end, it states:

"Mr. Gottfried Zimmermann offers to try to clarify the situation and to try to find out the purpose of this meeting. A period of 4 weeks up to July 5th is allocated to Mr. Gottfried Zimmermann to provide any information he might find and / or to prepare a synthesis regarding this proposition."

Should be replaced by the wording in resolution 18:

"The US National Body is requested to prepare a position statement (on accessibility issues) by June 25 to be presented to that meeting on behalf of SC35 subject to comments by SC35 experts prior to July 5th."

Edit 2:

Under 4. Adoption of the draft agenda, Comment 3: JTC1 IIT-RG, last paragraph:

"It is reported that Mr. LaPLant has sent this contribution to SC 36 because he is the official liaison between SC 35 and SC 36."

Should be changed to:

"It is reported that Mr. LaPLant has mistakenly sent this contribution to Frank Farance as the chair of the IIT-RG."

SC 35 agreed on this proposal of modification; without other remarks, the report was approved.

7 Liaison reports

7.1 ISO/IEC JTC 1/SC 2 Mr. Alain LaBonté

Mr. A. LaBonté reported about SC 2 : universal coded character set. ISO 10646 PDAM2 ballot is closed. The summary of voting will be available on August 2005. ISO/IEC 14651 Amendment 3 NP and PDAM ballot are ongoing and results will also be available in August. The next step for the two projects is the preparation of a disposition of comments report and a revised text of 10646. The next meeting of SC2/WG2 and ISO/IEC 14651 editing group will be held in September in Sophia-Antipolis (France).

7.2 ISO/IEC JTC 1/SC 22/WG 20 Mr. Alain Labonté

This liaison was disbanded; this work is now part of the SC2 work, mainly in the editing group of ISO/IEC 14651 directly under SC2. Some part of the work of SC22/WG20 is a candidate for SC35/WG5 projects, if the projects are rather seen from a user interface perspective rather than from a programming tool perspective. Once the user interface requirements are better established then SC22 could better entertain the programming tool requirements. SC22 held an ad hoc meeting on internationalization requirements in March in Tokyo to wrap-up SC22/WG20 activities and that was also the conclusion reached, that SC22 would be involved in this area in the future only after requests from other SCs would be sent to SC22.

7.3 ISO/IEC SC32 Mr. Jake Knoppers

No report received

7.4 ISO/IEC SC 36 Dr. Yves Neuville

Dr. Y. Neuville (liaison SC 35) and Mrs. S. Arbouy (SC 36 member) reported about the last SC 36 plenary. This one took place in Tokyo in March 2005.

SC 36 is in re-structuration: ad hoc groups set up to draft strategy/policy and news orientations for the SC. Recommendations for the future work and about organisation will be proposed at the next plenary in Sept. 2005.

The WG which could have a link with SC 35 is the WG7. This WG develops standards for learning, education and training in the area of culture, language and human functioning activities.

3 CDs ballots are in preparation:

N1024 ballot	Text of ISO/IEC CD 24751-1, Individualized Adaptability and Accessibility in E-learning, Education and Training Part 1: Framework	2005-05-24 Due: 2005-08-25
N1025 ballot	Text of ISO/IEC CD 24751-2, Individualized Adaptability and Accessibility in E-learning, Education and Training Part 2: AccessForAll Personal Needs and Preferences Statement	2005-05-24 Due: 2005-08-25
N1026 ballot	Text of ISO/IEC CD 24751-3, Individualized Adaptability and Accessibility in E-learning, Education and Training Part 3: AccessForAll Digital Resource Description	2005-05-24 Due: 2005-08-25

Mrs. S. Arbouy proposed to put in line these projects on the SC 35 web site, for information.

SC 36 is also working in producing a new part for ISO/IEC 2382 standard “vocabulary” specific to learning and education area.

JTC1 mandated Canada to find a way to maintain Vocabulary inside JTC1. An ad hoc group has been created on this topic and SC 35 has been invited to extract all the vocabulary terms specific to User interfaces in order to contribute at the ISO/IEC 2382 revision (See Resolutions 8 and 9).

Dr Y. Neuville suggested that a new liaison be set up with this JTC1 ad hoc group, and requested the secretariat to add this liaison in the list and in the draft agenda of the next SC 35 plenary meeting. A resolution has been made to make an SC35 proposal to the JTC1 Plenary about a better *modus vivendi* for the maintenance of the ISO/IEC 2382 standard.

7.5 ISO/TC 145 Mrs. Annette Schwuchow

This liaison is now under the responsibility of WG2 business (Japan). The decision was taken to change the liaison name from Mrs. A. Schwuchow to Dr. Y. Yamamoto.

Mrs. A. Schwuchow is thanked for her reporting during the last years on this TC.

7.6 ISO/TC159/SC4 Dr. Jim Carter

Dr. Jim Carter reported about TC 159/SC4 activities.

The 6 WGs of SC 4 are progressing their projects. One new work item has been added in the programme of work; it is NP 25397 “Ergonomics of human-system interaction -- Guidance on haptic and tactile interactions”.

The item on “Ergonomics for people with special requirements” is dealt in the new WG of the TC 159 and needs to be followed by SC 35.

7.7 ISO/TC 211

There is no recent need of liaison with this TC, so it has been decided to remove this liaison from the list.

7.8 ISO/IEC JTC 1 SC 32 Mr. Jake Knoppers

No report received

7.9 IEC/SC 3C Pr. Hiroaki Ikeda

see WG2 report.

7.10 CEN TC 304 Mr. Wolf Arfvidson

Mr. W. Arfvidson informed SC 35 that this TC has stopped all developments. This is a dormant TC and it has been decided to remove this liaison from the list.

7.11 CEN/ISSS Cultural Diversity Steering Group Dr. Yves Neuville

Mr. W. Arfvidson reported about this group.

CEN/ISSS's Cultural Diversity Steering Group has the key task to ensure that each and every one of those Europeans can have equal access to today's information society and can express their cultural background in today's world of information and communication technologies (ICT).

For this purpose, the CDSG has prepared a report on Cultural Diversity in ICT (CDICT). This report identifies a work programme for future CDICT standardization.

CEN/ISSS has now charged the CDSG to act as a focal point for the implementation of the report. It does so not by undertaking standardization itself but by mapping and coordinating ongoing work in this field in Europe and beyond. Many of the relevant players are part of this steering group.

8 SC 35 strategy reports :

8.1 Preparation of the second World Summit on the Information Society to be held in 2005 in Tunisia (Dr. Neuville).

The WSIS consists of 2 stages : the first Summit was held in Geneva in December 2003 where the foundations were laid by reaching agreement on a Declaration of Principles and a Plan of Action. The second stage will be held in Tunis to implement the agenda leading up to achievable targets by 2015, and to agree on the question of Internet governance and of financing mechanisms.

The main themes of the WSIS are: access, culture, human rights, ICT policy, knowledge society, media, e-commerce, education, environment, healthcare, security, etc...

Dr Y. Neuville encouraged SC 35 members to participate in the WSIS 2005 in Tunis (November 16th -18th 2005).

See resolution 10.

8.2 Report of the meeting of the JTC 1 Special Working Group on Accessibility (Sheffield, UK, April 11-12, 2005)

The minutes of the last meeting in Sheffield are available through JTC1 N 7794 document.

See Resolutions 25 and 26 regarding submission of an SC 35 position to SWG-A and the nomination of delegates for the next meetings (July-Toronto and September-Tokyo).

9 Resolution Review

9.1 Review of Stockholm GOM Resolutions (Document ISO/IEC JTC 1/SC35 N0721)

Done.

9.2 Review of pending items (Document provided by SC 35 Secretariat under SC35 N 814 reference)

This document was reviewed and amended during the meeting as followed:

Action 6 : NP ready for September; action closed

Action 13 : done

Action 23 : standing action – WG1, 5 and 6 prepared synthetic view of activity using their scope. Now, time is required to revise the WGs scopes. Deadline for accomplishing this action is fixed before the next JTC1 plenary meeting (10-16 November – Canada).

Action 25 : standing action –deadline : end of September

Action 26 : linked with the previous one

Action 27 : the secretariat has to prepare a notice on the proposal to establish an official liaison with SC 35 to SC 34 plenary (document description and processing languages).

10 Follow up of ad hoc groups:

10.1 Emerging user interface technology

See resolution 28 of SC 35 N 858.

The possibility of having in between plenaries, teleconference meetings in fixed dates was decided. Dr G. Zimmermann is in charge of preparing a template for guidelines for teleconference.

10.2 SC 35 WGs Management

In order to prepare in advance SC 35 plenaries meetings as well as possible, Mr. A. Labonté prepared a document containing requirements (see SC 35 N 859). This project will be sent for comments to SC 35 members.

Cooperation with ETSI (TC on Human Factors) is welcome.

Mr. Mike Pluke made 2 presentations on: 1) "Multicultural communication TF 287 user-oriented handling of multicultural issues in multimedia communication" and on 2) "Review of ETSI TC Human Factors".

(See SC 35 N917 and N918 documents).

He also wrote a document titled "Some personal comments on the SC35 work and its relationship with some of the ETSI HF work" which is submitted to SC 35 comments (see SC 35 N ... document).

Mr. Pluke is in charge of investigate this liaison and to report at the next meeting.

The Ad hoc meetings were very fruitful, so it has been decided to generalize these meetings one time every year.

11 Review of SC 35 Work programme

11.1 Potential New Work items

NWIP will circulate in September on “accessibility user interface for accessibility setting on information devices”; this proposal from Japan is a multipart standard.

A NP for a TR on “a survey of all possible sources for cultural and linguistic conventions description” is in preparation (author : Mr. Mike Pluke). The deadline for this action is the next WG5 meeting.

11.2 First Review of "Target dates"

Target dates are available on the SC 35 web site, and will be reviewed within WGs.

12 SC35/WG reports to the plenary

12.1 Report from WG 1, Keyboards and input interfaces

Mr. A. LaBonté reported that the main actions are presented in the resolutions (SC 35 N 858 document).

12.2 Report from WG 2, Graphic symbols

Dr. Y. Yamamoto reported that the WG2 approved Project 24738 for circulation for an FCD ballot.

WG2, 4 and 7 had joint meetings during this week.

12.3 Report from WG 4, User interfaces for mobile devices

Mr. Y. Nakao presented the WG4 meeting report available under SC 35 N 815 reference.

Project 24755 will be ready in September for an FCD ballot.

12.4 Report from WG 5, Cultural, linguistic and user requirements

Mr. A. LaBonté reported that the main actions are presented in the resolutions (SC 35 N 858 document).

12.5 Report from WG 6, User interfaces for people with special needs (including children, the elderly, the permanently or temporarily disabled and people in constrained usage environments)

Mr. W. Arfvidson reported about WG6 meeting.

The two Japanese proposals on devices were approved and will circulate for a NWIP ballot in September.

19766 project will be finalised in September and will be ready for a DTR ballot.

24756 project will be finalised in September and will be ready for a CD ballot.

12.6 Report from WG 7 User Interfaces Object, Actions and Attributes

Dr. J. Carter's report is available under SC 35 N 916 reference.

11580 project is ready and will be sent for a PDTR ballot after the Madison meeting.

12.7 Report from WG 8 User Interfaces for Remote Interactions

Dr. G. Zimmermann reported about WG8 activities. The main actions/resolutions regarding the WG are drafted in SC 36 N 858 document.

A WG8 teleconference is scheduled in November (exact dates TBD) and a face to face meeting at the next SC35 plenary.

13 SC 35 strategy and organization

See item 10.

14 Target dates

It is asked to the convenors and project editors to contribute on SC 35 N 789 document.
See item 11.2.

15 Approval of resolutions

Mr. LaBonté presented the resolutions which are available in SC 35N 858 document.

Dr. G. Zimmermann precised that as US HoD he will abstain on all resolutions except which one regarding WG 6,7 and 8. The reason is that he has been mandated on only 3 groups by the US NB.

16 Schedule of future meetings

Work schedule for progressing most current SC 35 documents (proposed by J Carter)

<i>July 8</i>	<i>SC35 meetings and plenary in Madison Plenary after WG meetings</i>
<i>by July 31</i>	<i>Documents completed in SC35 meeting sent out for ballot</i>
<i>by Aug 15</i>	<i>Editors of other documents revise based on SC35 meeting discussion and send to WG members for comments</i>
<i>by Aug 31</i>	<i>WG members send comments to document editors for final resolution (could include a WG teleconference)</i>
<i>by Sept 15</i>	<i>Revised documents sent to SC35 secretariat to process as ballots</i>
<i>by Sept 30</i>	<i>SC35 secretariat sends out ballots</i>
<i>by Jan 31</i>	<i>Balloting ends, comments are received</i>
<i>Feb 13-17</i>	<i>SC35 meetings in Germany (Berlin) / Barcelona</i>
<i>by Feb 28</i>	<i>Documents completed in SC35 meeting sent out for ballot</i>
<i>by Mar 15</i>	<i>Editors of other documents revise based on SC35 meeting discussion and send to WG members for comments</i>
<i>by Mar 31</i>	<i>WG members send comments to document editors for final resolution</i>
<i>by April 15</i>	<i>Revised documents sent to SC35 secretariat to process as ballots</i>
<i>by April 30</i>	<i>SC 35 sends our next ballots</i>
<i>by Aug 31</i>	<i>Balloting ends, comments are received</i>
<i>Sept 4-8</i>	<i>SC35 meetings and plenary in Korea</i>

After discussion, Dr. Jim Carters' proposal was adopted by SC 35. This proposal will be part of SC 35 resolutions.

Calendar

Note : modified by the kind DIN invitation in Berlin for February 13th -17th 2006

2006-02 : Berlin (Germany) ~~or Barcelona (Catalonia)~~
2006-09 : Korea (Place to be determined)
2007-03 : Barcelona (Catalonia) tentative ~~or Berlin - tentative~~
2007-09 : Canada - tentative
2008-03 : Sapporo (Japan) - tentative

17 Any other business

none

18 Closure of the meeting

The Plenary was closed on Saturday, 9 July at 4:30 pm.
The Chairman warmly thanked all participants for their active role in the full success of this meeting, and especially our host, the Trace Center, and the team responsible of the arrangements.