




Welcome,
Introduction
and
General Business

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XV HTASC
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CERN

Videoconferencing

- At the Pisa meeting (June 2003):
 - Create Videoconferencing subgroup
 - Chair: Christian Helft
 - Productive discussion on the mandate.
- In the meantime
 - Final mandate 
 - Group has started to form:
 - Christian Isnard (and Gillian Bezard),
 - Hans Frese,
 - Dave Bailey,
 - Jose Maria Fontanillo,
 - Stefano Zani (tbc)
- Report to HTASC/HEPCCC in spring 2004

Videoconferencing Final Mandate

24 June, 2003

HTASC Subgroup on Computer Supported Meeting Management (CSMM)

Draft Mandate

The HTASC CSMM Subgroup should advise HTASC and HEPCCC on current and future needs for CSMM within the HEP community. "CSMM" in this context refers to all means used to enhance traditional meeting experience with digital technologies, notably scheduling, videoconferencing and document sharing.

For this purpose, the current situation with respect to available technologies and trends in this area as well as usage profiles should be reviewed. As a first step the specific topic of videoconferencing should be addressed. The group should

- Survey present practices within the HEP community
- Review available technologies and their use and applicability within HEP,
- Make recommendations concerning coordination between different laboratories and institutes,

The group should report back to HTASC and HEPCCC on the topic of videoconferencing within no more than one year and produce a written report.

iHEPCCC

- Internationalization and formal attachment of HEPCCC to ICFA proposed by Guy Wormser almost two years ago.
- Working group to discuss strategy and mandate formed fall 2002
- Mandate finally approved by ICFA at their August meeting at FNAL

iHEPCCC

- Guy Wormser first chair
- Membership of 21 to be selected by the chair and approved by ICFA:
 - 5-7 representatives from the primary regions (Europe, North America, Asia)
 - 3 representatives from areas active in HEP but outside the three primary areas
- Provision for iHTASC
 - Role?
 - Propose to discuss tomorrow