

# Minutes of 27 January 2002 Meeting

Of the IEEE P1016 Working Group

Attendees: Basil Sherlund; Judy Speights; Rich Hilliard

## “Old Business”

The meeting began by reviewing old action items (see previous meeting minutes). Most have been closed. Those remaining open have been reiterated or refined in the Action Items list below.

## “New Business” Agenda

The goal of the 3<sup>rd</sup> P1016 Working Group meeting was to review draft d0.3.

Meeting started with Sherlund, Speights, and Hilliard at 1230 ET.

Lesson learned: check PalTalk system configurations before meeting starts!

### New Action Items

**Action: Basil and RH will (continue to) submit candidate conference venues.**

**Action: Dr J will select conference venue.**

**Action: Basil will seek candidate for formal methods.**

**Action: Dr J to elaborate on requirements and tractability issues for the Meta model.**

**Action: SM to prepare template for design language annexes.**

**Action: JS will develop a new outline for clause 4, and circulate to participants.**

**Action: JS will contact Barry Johnson in re V&V objective criteria.**

**Action: RH will move Meta model to clause 4, and assist JS in its integration there.**

**Action: All will monitor tractability of P1016 to other standards, including to IEEE 1016-1998. RH will maintain a tractability matrix for this purpose with the draft standard.**

**Action: Dr J and JS will resolve issue of 5.4.1 General requirements on design languages.**

**Action: RH will explain/motivate design relationships and why they should be in clause 5.**

**Action: All will discuss required and recommended viewpoints. This will be managed using the wiki. Basil will circulate approach. RH will set up the discussion area within the wiki.**

## Current Schedule

### Next Draft

11 February is deadline for inputs to Editor for draft d0.4.

15 February, Editor circulates d0.4 to WG participants, in preparation for 24 February meeting.

### Next Meeting

Next on-line meeting is 24 February 2002. Focus on that meeting is the annexes.

Next face-to-face is 23–24 March 2002, near Savannah, GA (at Georgia Southern University), hosted by Dr J.