

Minutes of the IT STAR Meeting

Held on October 23, 2004, Prague, the Czech Republic,
at the premises of the Institute of Computer Science

Participants

Austria -	G. Kotsis, OCG
Croatia -	M. Frkovic, CITS
Czech Rep.-	O. Stepankova, CSKI J. Stuller, CSKI
Hungary -	B. Domolki, NJSZT
Italy -	G. Occhini, AICA
Lithuania -	E. Telesius, LIKS
Serbia & Montenegro-	O. Stankovic , JISA
Slovakia -	I. Privara, SSCS
Slovenia -	N. Schlamberger, SSI
Advisor -	P. Nedkov, IT STAR
Inv. Observers	J. Roussalo, CEPIS President V. Dolnicar, SI G. Eszes, HU G. Franza, AICA, IT D. Marinkovic, JISA, SCG C. Milenkovic, JISA, SCG

Regrets from the representatives of Bulgaria, Greece and Romania.

No news from Macedonia.

Agenda

1. Bringing Meeting to Order
2. Attendance and Apologies
3. Approval of Minutes of the Previous Meeting
4. IT STAR Charter
5. Chioggia amendment
6. IT STAR Newsletter
7. Report of the Working Party on IT PP DB
8. Future work
9. Future Meetings
10. Any Other Business
11. Closing of the Meeting

1. Bringing meeting to order

Ms. Stepankova and Mr. Stuller welcomed the IT STAR participants on behalf of CSKI. thanked Ms Stepankova and Mr. Stuller for the hospitality and proceeded with the approval of the Agenda.

2. Attendance and Apologies

[See list of participants]

3. Minutes of the Chioggia 2004 meeting

The meeting APPROVED the Chioggia Minutes.

4. IT STAR Charter

Mr. Nedkov reminded that in Chioggia he was asked to prepare a draft, which he had done in consultation with a reference group consisting of Messrs. Baltac, Domolki, Occhini, Risak and Schlamberger. He had additionally met with Mr. Schlamberger to discuss the draft which prior to the meeting in Prague was circulated to all IT STAR representatives.

Mr. Ruissalo congratulated IT STAR for the excellent document and said there are many possibilities for cooperation between IT STAR and CEPIS.

Following a discussion and some recommendations it has been agreed that the IT STAR Charter was ADOPTED by the meeting and is included as an Annex to the Minutes.

5. Chioggia amendment

Mr. Schlamberger reported that Mr. Nedkov and himself have prepared 2 versions for a Chioggia amendment to the original Portoroz statement. **Several participants** felt that after the IT STAR Charter was adopted there is no real need for a separate statement. **Mr. Schlamberger** advised that these comments would be taken on board. As the work was a result of a respective decision adopted in Chioggia it has been agreed that **Messrs. Nedkov** and **Schlamberger** prepare a combined version to be presented at the next meeting for a possible discussion and adoption.

6. IT STAR Newsletter

Mr. Nedkov said that the September issue of the Newsletter was appreciated by many and had a good reception internationally. It was available online and AICA, NJSZT and SSI had ordered hard copies for distribution among their membership. The Newsletter is an excellent promotion tool for IT STAR and its members and the intention is to continue developing it as a world-class publication. There were many ideas including repackaging options and the possibility of organizing the Newsletter as a project in which interested members could share the responsibility and the benefits of its performance. Since most of IT STAR members have both individual and institutional membership, a scheme for "selling" advertisements could be organized. Such revenue channels are important to consider because currently there is no budget for the Newsletter and the expenses for the preparation of the September issue were covered by the Editor. **Mr. Nedkov** said that he would be happy to work on the next 1 - 2 issues by covering the editorial costs but that is not a long-term solution. One possibility would be that all members attempt to get subscriptions in which the costs of preparation and production are included.

Messrs. Occhini and Schlamberger thanked Mr. Nedkov for the excellent work and said that they would explore whether the ECDL Foundation is interested in "renting" a section of the Newsletter for the purposes of promotion and information.

Mr. Schlamberger further suggested that all IT STAR members should consider the possibility of ensuring subscriptions at the national level. The matter will be further discussed at the next IT STAR meeting during which a detailed assessment of a budget for the IT STAR Newsletter will be considered. Until then, further issues would be temporarily postponed.

7. Report of the Working Party on IT PP DB

The schedule of the joint IT STAR and FISTERA meeting did not allow to hold a meeting of the participants of IT STAR Professional Poll Data Base project beforehand such as it has been planned. **Mr. Schlamberger** informed the audience of an interim working meeting with

Mr. Franza where technical issues were discussed, and asked for a meeting of the working party after closing of IT STAR business meeting. The minutes would then be distributed to those taking part in the project. The proposal was supported.

8. Future work

Mr. Frkovic wished to see more activities developing within the IT STAR format. He suggested that the implementation of the ECDL in CEE could be one area in which IT STAR should assist in the exchange of experience. **Mr. Schlamberger** reminded that the project for the **IT PP DB** is in progress and that during the meeting there will be a special presentation on ECDL in Lithuania. As IT STAR grows, there would be other areas in which further programs and projects will develop.

9. Future Meetings

It was agreed that the next IT STAR meeting will take place in Herzeg Novi, Serbia and Montenegro, in early June 2005.

10. Any Other Business

Mr. Telesius presented interesting facts with respect to the LIKS experience in introducing ECDL and demonstrated online the LIKS test engine which offers possibilities for using Lithuanian and Russian languages.

11. Closing of the Meeting

Mr. Ruissalo expressed his thanks for the invitation to the meeting and his confidence that IT STAR would continue its work successfully in the future. **Mr. Schlamberger** thanked the hosts for their hospitality and the excellent organization of the meeting, closed the meeting, and wished all participants a safe trip back home.

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THE IT STAR ASSOCIATION CHARTER

as approved by the IT STAR business meeting on 23 October in Prague, the Czech Republic

1. NAME

The regional information technology association named “The IT STAR Association” and hereunder referred to as “The Association” is a non-profit organization.

2. MISSION, AIMS AND SCOPE

The Association shall operate as an apolitical professional non-governmental organization dedicated to the transfer of scientific and technical information and experience.

The Association’s mission is to be the leading regional Information and Communication Technology (ICT) organization in Central, Eastern and Southern Europe which promotes, assists and increases the activities of its members, and encourages and promotes regional and international cooperation for the benefit of its constituency, the region and the international ICT community.

The Association shall conduct activities within a broad framework of transversal themes involving ICT in Society including Academia, Industry, and Government.

The Association’s basic aims are:

- a. to promote ICT and its applications in Central, Eastern and Southern Europe;
- b. to encourage activities in education, research, development and application of ICT and to disseminate information and results internationally;
- c. to advance regional and international cooperation in the field;

The Association’s activities shall include, but be not limited to, the following:

- a. the organization of specific ICT related projects;
- b. the conduct of studies and consultations;
- c. the organization of international events and publications;
- d. the establishment of relations with other international organizations;

3. SEAT AND LANGUAGE

The Association shall have local seats at the headquarters of its member societies. The Hosts of the Association’s business meetings shall provide a seat on a rotating principle.

For the purposes of administration, communication and finances, the Association may choose other locations to act as a seat of specialized activities.

The Association shall conduct its business in English language.

4. MEMBERSHIP

In each country in Central, Eastern and Southern Europe a leading national society representative of the activities in the field of information and communication science and technology may become an Institutional Member. There shall be only one Institutional Member from any country.

The Association may have Individual Members. The number of Individual Members, elected for a renewable term of 5 years, shall at no time exceed one third of the number of Institutional Members.

All Members shall have equal rights.

5. OPERATION

The main body of the Association shall be the Standing Regional Committee on Information Technology (hereinafter referred to as IT STAR), which will be the supreme authority of the Association on all issues related to membership, strategy and operation. It shall be composed of one representative from each Institutional Member and The number of Individual Members, elected for a renewable term of 5 years, at no time shall exceed a third of the number of Institutional Members.

Individual Members shall be elected by IT STAR.

IT STAR shall establish subordinate bodies as may be necessary.

IT STAR shall conduct its business only if at least half of its Institutional Members are present. Proxies will not be accepted.

On general policy and strategy matters such as membership, governance, general finance and other issues that relate to the overall operation of the Association, decisions shall be taken by IT STAR by a two thirds majority of its Institutional and Individual Members are present. .

IT STAR shall have a Coordinator who, in cooperation with the representative of the hosting society of a business meeting, will facilitate the work of the Association between meetings. The Coordinator and the Host representative shall act as co-chairmen of IT STAR business meetings. The Coordinator shall be chosen (for a period of two years) at a regular meeting. The Host representative will remain in function until the next IT STAR meeting.

IT STAR's work will normally proceed on the basis of specific projects. Decisions for the establishment of projects shall be taken by a simple majority of those Members present. "Simple majority" is defined as "a majority of those who vote in favor over those who vote against a motion". Decisions shall be binding only for members who have supported the project and have chosen to participate in its implementation.

The member-participants of an established project shall be involved in its governance. They shall have responsibility for all aspects of the work and shall determine the requirements and working procedures. The project leadership shall regularly report to IT STAR on the progress.

IT STAR shall decide on dates and places of its regular meetings which shall take place, normally twice a year. The members of the individual projects may decide to meet whenever necessary.

Member societies may act in the name and on behalf of IT STAR only on matters on which they have been given a mandate by the IT STAR.

IT STAR shall appoint Officers and Advisors as needs may arise.

6. FINANCES

Each member society of the Association shall cover the cost of its own participation in the Association's activities. Individual projects shall have their own financing schemes as agreed by the participating Members.

The local meeting costs including hotel accommodation for the regular IT STAR meetings shall be borne by the hosting society. Representatives shall be individually responsible for their travel costs.

The work of the Association shall also be financed by surpluses from activities, sponsorship, donations and subsidies.

7. OTHER

Any matter not provided for in this Charter shall be concretely dealt with by IT STAR so that regulations and guidelines with regard to the specific subject area are drawn for future reference.

The Association shall seek consensus as a primary instrument of its decision making and shall at all times pursue amicable decisions in the interest of its membership.

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Minutes of the Information Technology Standing Regional Committee Meeting

May 8, 2004

Place of venue: Hotel Grande Italia, Chioggia, Italy

Participants:

Austria – V. Risak, OCG
Croatia M. Glasenhardt, CITS
 M. Frkovic, CITS
Greece – S. Katsikas, GCS
Hungary - B. Dömölki , NJSZT
Italy - G. Occhini, AICA
Romania - V. Baltac, ATIC
Serbia - G. Dukic, JISA
Slovakia - I. Privara, SSCS
Slovenia - N. Schlamberger, SSI
Advisor - P. Nedkov, IT STAR

Inv. Observer - P. Bumann, CEPIS

Regrets from the representatives of Bulgaria, Lithuania, Macedonia and the presidents of IFIP and CEPIS.

The following **Agenda** was proposed for the meeting:

1. Opening and welcome
2. Minutes of the Budapest October 2003 meeting
3. Membership issues
 - formal agreements
 - relations to CEPIS and IFIP
4. IT Professional Pool - the project
 - draft specifications of data base content
 - list of skills
 - list of certificates (by kind)
 - role and responsibility of national societies
 - Hungarian experience in certification of experts
 - working groups
 - data sources on IT professionals
5. Possible further collaboration topics
 - FISTERA
 - Experiences in making national IT strategies
6. Technical matters
 - related to editing IT STAR Bulletin
 - related to editing IT STAR home page
7. Any other business

1. Opening and welcome

Mr. Schlamberger opened the meeting.

Mr. Occhini welcomed the IT STAR participants on behalf of AICA. The meeting proceeded with the approval of the Agenda.

2. Minutes of the Budapest 2003 meeting

The meeting **approved** the Minutes of the IT STAR Meeting held in Budapest on October 18, 2003.

3. Membership issues

a. Formal Agreements

All attending representatives formally supported the Portoroz Declaration. Many stressed that the document needs to be updated so as to fully reflect the regional character of IT STAR. Their support was an expression of endorsement of the well-functioning regional contacts and cooperation within the IT STAR framework. It was stressed that IT STAR needs to develop an identity of a regional organization of national member societies with its own specific agenda and activities. As such, IT STAR would be in a stronger position to interact with inter-governmental organizations and international NGOs such as IFIP, CEPIS and others.

While the Portoroz Declaration has been and still is the foundation for IT STAR it has been observed that IT STAR has exceeded the scope of activity as envisaged with this document. **Messrs Schlamberger and Nedkov** volunteered to prepare a draft of a Chioggia Statement to this effect, to be considered during the next meeting. **Mr. Risak** offered his help.

Mr. Nedkov was asked to prepare a draft of an IT STAR Mission Statement. The draft Statement, as well as any other documents and rules of procedure, would be developed in consultation with Messrs. Baltac, Dömölki, Occhini, Risak and Schlamberger and presented for consideration and approval during a forthcoming meeting of IT STAR.

b. Relations to CEPIS and IFIP

Mr. Schlamberger regretted the fact that the Presidents of CEPIS and IFIP were not able to attend. **Mr. Bumann** addressed the meeting on behalf of CEPIS, informed about CEPIS activities of interest to CEE countries and offered support in various areas, in particular CEPIS experience in bids for Brussels tenders.

c. Information on i-12

Mr. Risak informed the meeting of an organization of German-speaking countries' computer societies – **i-12**. They have various interest groups; produce strategic papers on IT-related issues; are interested in collaboration with IT STAR. **Mr. Schlamberger** offered his assistance in establishing contacts by helping to organize a meeting during the June 2004 conference on e-commerce in Bled, Slovenia, if such assistance were asked for.

d. Future issues of IT STAR

While the Portoroz Declaration has been and still is the foundation for IT STAR it has been noticed that IT STAR has exceeded the scope of activity as envisaged with this document. There is a need to progress from the rule of precedent to the rule of the letter. **Messrs Schlamberger and Nedkov** volunteered to prepare a draft of a Chioggia Statement to this effect, to be presented and discussed during the next meeting.

4. IT STAR Professional Pool

Mr. Schlamberger presented the IT STAR Professional Pool Data Base (IT PP DB) project and the Memorandum of Understanding outlining the terms and conditions of collaboration in carrying out and utilizing the deliverables of the project.

The Memorandum of Understanding outlining the terms and conditions of collaboration in carrying out and utilizing the IT STAR Professional Pool project was sent to IT STAR member societies in advance. Formal support of the project either in the form of signed Memoranda of Understanding or as statements before peers were submitted by the computer societies of:

AICA – Italy
ATIC – Romania
CITS - Croatia
GCS - Greece
JISA -Serbia and Montenegro
LIKS - Lithuania
NJSZT – Hungary
SSCS – Slovakia
SSI – Slovenia

Further confirmations of participation were announced as forthcoming.
An Application form for Expert certificates used by the Hungarian Computer Society was presented as a reference model.

It was agreed that by the forthcoming meeting IT STAR MS representatives will provide initial materials on IT PP DB to be discussed, accepted, and utilized for further development. The participants identified the following areas to be developed by the computer societies. It has been agreed that the tasks be allocated as follows:

<u>IT PP DB Proposal Extension:</u>	Niko Schlamberger
<u>Legal Issues:</u>	Sokratis Katsikas
<u>Technical background for combined data base:</u>	Djordje Dukic
<u>Database Model and compatibility of National databases:</u>	Giulio Ochini
<u>Personal Data:</u>	Balint Dömölki
<u>Rules and Guidelines of the Database:</u>	Niko Schlamberger
<u>Financial Aspects:</u>	Vasile Baltac
<u>Certification Issues:</u>	Igor Privara
<u>Business Plan:</u>	Marijan Frkovic

The persons indicated will be responsible for the respective topics.

5. Possible collaboration areas

a. Foresight for Information Technology for the European Research Area (FISTERA)

Mr. Dömölki reported on this Thematic Network which was established by the EU within the Fifth Framework Program with the aim to prepare proposals for the EU long-term research policies (Annex 1). IT STAR was invited to organize a meeting of experts so as to identify visions, challenges and bottlenecks that are specific for CEE - Accession countries (Annex 2)

The participants accepted in principle FISTERA's invitation and recommended that the organization of this meeting should be considered in conjunction with the next IT STAR meeting.

b. IT STAR MS countries' experience in 5th Framework Program

It has been agreed in Budapest that all will prepare for publication the materials that they presented . As not all have sent the materials, the deadline was extended to May 31, 2004, where after whatever will have been received will be edited and published.

c. Experiences in making national IT strategies

Mr. Dömölki proposed to postpone this item for the fall 2004 meeting. The motion was agreed to.

6. Technical matters – Newsletter and Homepage

It was noted that the IT STAR web site information is out of date. **Mr. Schlamberger** reported that IFIP is not able to provide support with regard to its maintenance.

Mr. Risak offered the assistance and support of OCG in establishing and hosting a new site (IT-STAR.org) with the understanding that IT STAR would determine the regulations governing the site as well as its contents and updating procedures. **Mr. Schlamberger** was requested to further investigate this offer and consider various arrangements.

IT STAR was grateful to Mr. Nedkov for his past activity in editing and producing the Newsletter and asked him to resume responsibility for this publication. Mr. Nedkov kindly agreed.

7. Any other business

a. ENISA

Mr. Bumann informed the meeting of ENISA – a Thessalonica, Greece, based EC institution that is in charge of IT network security. There is a possibility for an IT STAR MS representative to be asked for a position in ENISA.

b. Future Meetings

Mr. Privara offered to contact CSKI regarding the possibility to hosting the fall 2004 meeting and the FISTERA workshop. **Messrs. Schlamberger and Dömölki** supported the idea. The next IT STAR meeting will be combined with the FISTERA workshop and the country of venue will be decided upon as soon as FISTERA will formally inform IT STAR of their intention for a combined event. October 27 – 29 should be avoided as CEPIS meeting is planned in that time. If CSKI were unable to meet the request other computer societies will be asked to offer the support as indicated.

Mr. Schlamberger thanked Mr. Occhini and Mrs. Scalzotto for the excellent hospitality and support of AICA and for their personal contributions and closed the meeting.