

**Formal Methods Europe
Minutes of the 28th meeting
held during FME 2001 in Berlin, Germany, 14 and 15 March 2001**

Present at the meeting were:

- Bernhard Aichernig +
- Eerke Boiten
- Lars-Henrik Eriksson +
- Alessandro Fantechi
- Manuel Fernández Iglesias #
- John Fitzgerald (Chairman)
- Stefania Gnesi
- Michael Goldsmith +
- Neil Henderson
- Peter Gorm Larsen +
- Yves Ledru
- Peter Lucas
- Mícháel Mac an Airchinnigh
- Andrew Martin
- Dominique Méry
- Paul Mukherjee +
- José Oliveira
- Stephen Paynter
- Nico Plat (Secretary)
- Wolfgang Reisig
- Jan Storbak Pedersen
- Marcel Verhoef
- Pamela Zave

+ Indicates those who were present on 14 March only (all agenda items except 10).

Indicates those who were present on 15 March only (item 10 only).

Apologies had been received from: Derek Andrews, Dines Bjørner, Jonathan Bowen, Manfred Broy, Michel Chaudron, Tim Denvir, Stefan Gruner, René Jacquart, Cliff Jones, Steve King, Dino Mandrioli, Lynn Marshall, Markus Montigel, Jun Pang, Kees Pronk and Jan Tretmans.

1 Welcome

John Fitzgerald welcomed all those present at the meeting and he thanked Wolfgang Reisig and his secretary Birgit Heene for all the work involved in hosting the meeting.

2 Agree upon agenda

The agenda distributed at the meeting was agreed upon.

3 Minutes of the meeting held in Braga on 11 November 2000

The minutes were approved without modifications.

4 Action list

Action 25/7: Awaits the final financial results of FM'99. Peter Lucas reported that he had been approached by the EU directly for an update on the current state of affairs. Carried forward.

Action 26/2: Tim Denvir had informed Nico Plat that he had sent comments to Andrew. A new

action was put on Andrew to report back to the meeting with an update on the ITT. Done.
Action 28/1: Andrew Butterfield to report on the state of affairs with the ITT for the FME web site.

Action 26/10: Closed. Discussed under item 10 (scope subgroup).

Action 26/11: Done.

Action 26/12: Done.

Action 27/1: Done.

Action 27/2: Done.

Action 27/3: Done.

Action 27/4: Discussed under item 6. Done.

Action 27/5: Carried forward.

Action 27/6: Ongoing, carried forward.

Action 27/7: Unfortunately no volunteers had stepped forward. Done.

Action 27/8: Ongoing, carried forward.

Action 27/9: Done.

Action 27/10: Done.

5 Report on FME 2001

Wolfgang Reisig reported that things were running smoothly. There were 96 full paying participants and 24 students attending, making a total of 120. There will be a surplus of a few thousand EURO. Unfortunately, there has been little interest from local industry, even though Adlershof (the venue of the symposium) is considered by some to be the "MIT of Europe".

John Fitzgerald thanked Wolfgang, Birgit Heene, the Programme and Organising Committees, the reviewers of papers and of course the authors of papers for their efforts which have contributed to the success of the event.

6 Report on FME 2002

Unfortunately Dines Bjørner could not be present to report since he was recovering from surgery. However, he had reported in writing to some FME members some weeks previously.

The proposed date for FME 2002, co-located with FLoC (Federation of Logic Conferences) is 20-24 July 2002. The members present agreed upon this date.

A poster is currently in preparation. If we need a considerable amount of these posters (round a 1000) then a financial contribution is needed for the production of the posters. Wolfgang suggested not to exaggerate the number of posters needed, even for FME 2001 there was a large surplus of posters left.

The organisation of FME 2002 requires considerable attention from the FME members, and not everybody may be interested in the subject. John Fitzgerald therefore suggested the formation of a subgroup specifically dealing with symposium matters in general. It was stressed that the group would work in an advisory and monitoring role, ensuring continuity between symposia. His proposal was accepted, although no volunteers stepped forward immediately to participate in the subgroup. John volunteered to seek members of the subgroup, Nico to set up a mailing list for the subgroup.

Action 28/2: John Fitzgerald to seek volunteers for the Symposium subgroup.

Action 28/3: Nico Plat to set up a mailing list for the Symposium subgroup.

John had approached Lars-Henrik Eriksson to become one of the PC co-chairs for FME 2002, and Lars-Henrik had kindly accepted. A second co-chair will be sought in the coming period.

The next step in the organisation of the symposium is setting up a budget. It was suggested that John Fitzgerald would ask Dines Bjørner to set up a budget for the event in collaboration with members of the symposium working group.

Action 28/4: John Fitzgerald to ask Dines Bjørner to set up a budget for FME 2002.

Wolfgang Reisig suggested that FME should retain its policy of not extending the submission date, against the trend of many current conferences. Those present supported this policy.

It was also suggested that a document should be developed recording best practice in the organisation of FME Symposia. John Fitzgerald volunteered to coordinate this, in conjunction with the symposium subgroup. .

Action 28/5: John Fitzgerald and symposium subgroup to coordinate the production of a document on best practice in the organisation of FME symposia.

7 Report on FME 2003/4

The suggested dates for FME 2003/4 are autumn 2003 (about 15 months after FME 2002) or spring 2004 (about 21 months after FME 2002). A definitive decision on dates needs to be made at the next FME meeting.

Action 28/6: Nico Plat to arrange that a definitive decision on the final date of FME 2003/4 can be made at the next FME meeting.

Stefania Gnesi gave a presentation on the facilities for hosting the symposium in either Pisa or Florence, and on her and her group's experience in organising conferences such as the FME symposium. Her initial proposal includes organising the symposium at the local campus, with excellent facilities, low local prices and accommodation in small hotels approximately 10 minutes by regular bus services from the symposium site. Pisa is easy to reach from several European destinations.

The general feeling was that the proposal was strong. John Fitzgerald suggested that the plans should continue to be refined, in particular with respect to budgets, in conjunction with the symposium subgroup. The aim would be to reach a decision on the proposal at the next FME meeting.

8 Status of FME plans for 2001

Progress against the FME plans for the year 2001 (agreed at the AGM in Braga) were discussed. John Fitzgerald stressed that these were plans for the membership, and that it is up to the members of FME, not just the Board, to see them put into effect.

FME currently has about 90 members. The aim for 2001 was to achieve a more active, not necessarily a larger, membership.

It was suggested that currently it is not clear how to join (the mailing list for) one of the FME subgroups. Nico Plat was asked to clarify this.

Action 28/7: Nico Plat to explain to the FME members how a subgroup can be joined.

No new proposals for new dissemination projects had been put forward. FME stimulates the formulation of such proposals and can help during this process and during the execution of the project itself. John Fitzgerald urged members to bring forward proposals for, possibly sector-specific, dissemination actions.

9 FME web site

Nico Plat presented his draft plan for the further development of the FME web site. A central part of it is to have the web site content maintained by different FME members, each responsible for a separate section. Nico will ask for volunteers among the FME members. Limited progress had been made since the previous meeting.

10 Reports by the FME subgroups (Education, Marketing, Scope)

Education: Peter Lucas indicated that there was little to report, except that one idea of the subgroup was to sketch a general formal methods curriculum, in the spirit of the IEEE/ACM task force. Peter announced that he would retire in July and would be very busy until that time, but after that he would be very happy to actively contribute to the works of the subgroup. However, we should look for another convenor.

José Oliveira suggested the manual “data mining” of internet web sites to see what educational material is available, and José volunteered to contribute to this.

Action 28/8: José Oliveira to browse the internet for educational material on formal methods.

Scope: The subgroup on Scope had undertaken no activities, it was also generally felt that the scope of the subgroup was a bit too wide and that it would be better to split up the group in two: one group focussing on the inwards directed scope for FME, and one aimed outwards.

Action 28/9: John Fitzgerald to form two new subgroups on ‘Scope’.

All subgroups were asked to formulate an action plan for the coming year.

Action 28/10: (Convenors of the) FME subgroups to formulate a plan for the coming year.

It was mentioned that one of the reasons for lack of activity in the subgroups was the absence of funding for attending meetings. Manuel Fernández Iglesias mentioned that in the 5th framework there were now possibilities to fund so-called researcher networks. He promised to send information on this subject to Nico

Action 28/11: Manuel Fernández Iglesias to send information on funding for researcher networks to Nico.

Marketing: There was no formal report from the Marketing subgroup at the meeting.

11 Date and place of next meeting

The 29th meeting will be during the first half of July 2001 in Delft, The Netherlands. Nico will propose a date and time, first suggestion is Saturday 7 July. The 30th meeting is proposed to be held at the end of September in Manchester, but the location is still open for discussion

Action 28/12: Nico Plat to propose date and time for the FME meeting in Delft.

Summary of actions

Action 25/7: Kees Pronk and Peter Lucas to inform the EU that the grant provided by them will be renounced.

Action 27/5: Peter Lucas to distribute his notes on the ‘Education’ meeting with Andrew Butterfield.

Action 27/6: John Fitzgerald to activate the ‘Scope’ subgroup.

Action 27/8: Nico Plat to find volunteers among the FME members for maintaining the content of the FME web site.

Action 28/1: Andrew Butterfield to report on the state of affairs with the ITT for the FME web site.

Action 28/2: John Fitzgerald to seek volunteers for the Symposium subgroup.

Action 28/3: Nico Plat to set up a mailing list for the Symposium subgroup.

Action 28/4: John Fitzgerald to ask Dines Bjørner to set up a budget for FME 2002.

Action 28/5: John Fitzgerald to coordinate the production of a document on “Best practices while organising a FME symposium”.

Action 28/6: Nico Plat to arrange that a definitive decision on the final date of FME 2003/4 can be made at the next FME meeting.

Action 28/7: Nico Plat to explain to the FME members how a subgroup can be joined.

Action 28/8: José Oliveira to browse the internet for educational material on formal methods.

Action 28/9: John Fitzgerald to form two new subgroups on ‘Scope’.

Action 28/10: (Convenors of the) FME subgroups to formulate a plan for the coming year.

Action 28/11: Manuel Fernández Iglesias to send information on funding for researcher networks to Nico.

Action 28/12: Nico Plat to propose date and time for the FME meeting in Delft.