



Papyrus Industry Consortium Minutes 2016-01-13

Present at the meeting were the following:

Present?	Name	Organization
		Adocus
x	Johann K	Airbus Helicopters
		All4Tec
		Atos
		AVL
x	Remi S	CEA
x	Gert J	Combitech
		Conformiq
		Develop Group
x	Gael B	Eclipse Foundation
x	Maximilian K	EclipseSource
x	Francis B (chair), Reibert A	Ericsson
		Esterel / Ansys
x	Johan VN	FlandersMake
		Fraunhofer
		FZI
		Protos
x	Cort S	OneFact
x	Stefan L	SAAB
		Tieto
		Volvo Cars
		Volvo Trucks
x	Charles R	Zeligsoft

Particulars of the meeting

Time 2016-01-13 at 16:00-17:00 CET
Place Teleconference

Particulars of the next meeting

Time 2016-01-26 at 16:00-17:00 CET
Place Teleconference

Agenda

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1. Main Topics to be discussed

- Formal establishment of the different committees
- Start voting process for committee chairs and committee representatives for Participant members
- Process for the presentation and approval of the 2016H1 member contributions
- Presentation of draft objectives, plan, and budget for 2016 for internal discussion and approval
- Set up the overall agenda for the approval of the committee plans -- Architecture, Product Management, and Steering

2. Approval of Mom from Previous Meeting

- MoM's from meeting of Dec 9th: Approved

3. Actions from Previous Meetings

Captured	Action	Responsible	Due	Comment/Status
2015-10-07	Francis to post the link to the work done by Jon Whittle on the use of MDE in the industry	Francis B	2016-10-	Jon W sent me paper references, but no web link yet
2015-12-02	Polarsys (Gaël B) will take the lead on organizing the Papyrus IC logo process	Gaël B	2015-12-11	The logo selection process and committee will be discussed and formalized during the Steering Committee meeting next week. Will be the responsible of the Product Management committee. Process to start in the next week. The complete process to get a new logo shouldn't take more than 2 weeks.
2015-11-18	Francis to organize the temporary committees to get the activities started	Francis B	2015-11-25	Done
2015-11-18	Francis to synchronize with Charles on the comments on the Papyrus IC slides	Francis B	2015-12- 18	Done. The new version of the slides have been uploaded on the Marketing Material folder of the Google Drive

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2015-11-18	Francis to send an email asking the different “members” to accept that their organization name and logo appears on the Papyrus material, including official Papyrus IC slides	Francis B	2015-12- 18	No need to do it because now that the activities of the Papyrus IC are officially starting and the organizations are officially members of Eclipse, we can use the logos in the official communications.
2015-11-18	Create a public mailing for the Papyrus IC	Gaël B	2016-12-15	Not done yet, but will be done in the next days. The current papyrus-sig@polarsys.org mailing list will be replaced by a new public Papyrus IC mailing list and a new Papyrus IC Steering Committee mailing list.
2015-11-18	Send the charter proposed modifications to Mike M	Francis B	2016-01-15	Still not done. Waiting for the official update of the Polarsys charter to make sure that everything is coherent.

4. Overall Project Update

Update from Francis Bordeleau

- Happy new year to everybody!
 - o 2016 will be a great year for the Papyrus IC ... but will for sure bring a lot of challenges!
- UX study project with John Hutchinson and Jon Whittle is starting
 - o Participants will include
 - Onsite: Ericsson (NWA, ECIM), Flanders make (and Dana), and potentially Plastic Omnium and SpaceBel (to be confirmed)
 - We will also potentially include input from others (to be confirmed): Airbus Defense & Space, Airbus Helicopters?, others?

Update from Others

- Nothing to report

5. Status of Polarsys/Papyrus IC Membership

Organization	Eclipse Member	Polarsys Member	Papyrus IC	Comment
Adocus			Participant	LOI signed. Gaël to send the required new member information
Airbus Defense and Space	Yes	Steering Committee	Participant	
Airbus	Yes	Steering	Lead User	

Helicopters		Committee		
Atos	Yes	Yes	Participant	
CEA List	Strategic	Steering Committee	Lead Supplier	
Combitech	Yes	Yes	Participant or Lead Supplier?	
EclipseSource	Yes	Yes	Lead Supplier	
Ericsson	Yes	Steering Committee	Lead User	Ericsson is in the process of becoming a Strategic Eclipse Member
FlandersMake	Yes	Yes	Participant	
Fraunhofer Fokus			Participant	LOI signed. Gaël to send the required new member information
OneFact	Yes	No	Lead Supplier	Cort to check with Bob on status of Polarsys membership
Saab			Lead User	LOI signed. Gaël to send the required new member information
Zeligsoft	Yes	Yes	Lead Supplier	

- Other interested organizations
 - o Develop Group
 - o FZI
 - o Tieto
 - o Protos
- We should invite them to join as Observer members

6. Formal establishment of the different committees

- Set up the overall agenda for the approval of the committee plans -- Architecture, Product Management, and Steering Committees
 - o All committees to be formally established before the end of January, except the Research/Academia committee which will be established before the end of March
 - o Each committee must define and approve their plan before end-of-day on Monday January 25th
 - o Additional Steering committee meeting on January 26th to approve all of the committee plans before the General Meeting on January 27th
- Committee composition
 - o Each organization must identify their representative for the different committees
 - o There will be two seats on both the Steering Committee and Product Management Committee for Participant members
 - o There is currently no seat on the Architecture Committee for the Participant members. Should we add one?

7. Voting process for committee chairs and committee representatives for Participant members

- Participant Representatives on Steering and Product Management committees
 - o Only Participant members are voting on this
 - Adocus, Airbus Defense & Space, Atos, Flanders Make, and Fraunhofer Fokus
 - o We need to get the list of Representative Candidates for the two committees
 - o Tentative schedule
 - Candidate submission: before end-of-day on Friday January 15th
 - Vote: before end-of-day on Tuesday January 19th
- Vote for committee chairs
 - o Only committee members are voting
 - o Candidate submission: before end-of-day on Friday January 15th
 - o Vote: before end-of-day on Thursday January 19th

8. Process for the presentation and approval of the 2016H1 member contributions

- Each organization has 5 min minutes to present two slides as described in meeting invite
- Backup slides can be added to provide additional information
- Charles R presented proposed slide template for planned contributions
- The steering committee needs to review and approve the proposed contributions – Meeting of January 26th so that we can get complete 2016H1 plan approved at the general meeting of January 27th

9. Presentation of draft objectives, plan, and budget for 2016 for internal discussion and approval

- Objective is to have the overall plan approved at the general meeting at the end of January
- Presentation of the plan has been posted to the Steering/Product Management committee teleconference scheduled for Tuesday Jan 19th at 16h00 to 17h00 CET
- Francis B presented proposal for Papyrus IC business development trip in Europe from February 17th to March 5th --
 - o Purpose of the trip
 - Francis B (as interim Steering Committee Chair) to travel to Europe (see proposed travel plan below) to promote the Papyrus IC and visit potential new Papyrus IC members
 - o Proposed travel plan – dates to be confirmed
 - Feb 18-21: MODELSWARD in Rome (Italy)
 - Invited as Panelist on Industrial Panel "On the Adoption of Model-Based Methods in Industry"
 - Polarsys/Papyrus IC booth at the conference
 - Feb 22-23: Visit to AVL in Graz (Austria)
 - Invited presentation at AVL
 - Meeting with Michael Paulweber, Head of the Research and Development department,
 - Feb 24-March 2: Meetings with targeted companies in Sweden, including Atlas Copco, Husqvarna, Volvo Cars, Volvo Trucks, Volvo Equipment
 - March 3-4: Visit to Flanders Make in Leuven (Belgium)
 - Presentation at Flanders Make – event on model-based engineering

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- Meetings with different companies in the Brussels area, including Plastic Omnium and SpaceBel
- Required budget: between \$6,000 and \$7,000 USD – more precise budget estimate will be provided before January 26th for final approval at the Steering Committee
- The set objective is recruit six new (paying) members in 2016, which will result in new revenue of over \$20,000 USD from new membership

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10. Decisions

- Proposed resolution: Approve the process described in Section 6 and Section 7 regarding the establishment of the different committees Process for establishment of the different committees
 - Presented by: Francis B
 - Vote result: Accepted by unanimous decision
- Proposed resolution: Francis B (as interim Steering Committee Chair) to travel to Europe to promote the Papyrus IC and visit potential new Papyrus IC members as described in Section 9 with a limit of a maximum budget of \$8,000 USD
 - Presented by: Cort S
 - Vote result: Accepted by unanimous decision

11. Action Points

Captured	Action	Responsible	Due	Comment/Status
2016-01-13	Send the slide template for planned contributions for 2016H1 to the different members	Francis B	2016-01-13	
2016-01-13	Francis to provide a more accurate cost estimate for European trip in January/March	Francis B	2016-01-26	
2016-01-13	Francis to start the voting process for Participant Representatives on the different committees	Francis B	2016-01-12	
2016-01-13	Francis to schedule Steering Committee meeting on Jan 26 th for formal approval of committees and plans prior to the general Papyrus IC meeting of Jan 27 th	Francis B	2016-01-12	Done
2016-01-13	Francis to schedule Steering/Product Management committee meeting on Tuesday Jan 19 th to review first version of 2016 objectives/plan	Francis B	2016-01-	Done