



Minutes of the COSMIC Annual Meeting, October 24, 2017

Location: Lindholmen Science Park, Gothenburg, Sweden

This COSMIC meeting was open to IAC and MPC members and to others interested who were attending the IWSM 2016/Mensura conference.

Present: COSMIC IAC members and Executive

Name	Position	Country
Alain Abran (AA)	Chair, COSMIC - ETS Montreal	Canada
Frank Vogelezang (FV)	President, COSMIC - Metri	Netherlands
Sylvie Trudel (ST)	Treasurer, COSMIC - UQAM	Canada
Asma Sellami (AS)	IAC member	Tunisia
Francisco Valdès (FV)	IAC member	Mexico
Hassan Soubra (HS)	IAC member	France
Chris Woodward	IAC member	UK
Erdir Urgan	IAC member	Turkey

**In addition, 5 guests
attended the annual
meeting:**

Mauricio Aguiar
Miroslaw Staron
Wilhelm Meding
Gerard Karsenti
Philippe-Emmanuel Douziech
Murat Salmanoglu

Minutes

Topics	Comments	Actions
1. Opening and welcome of COSMIC IAC Members	FV welcomed everyone to the meeting, including the IAC members and other interested participants	
2. Approval of the 2016 minutes	FVCS seconded by ST proposed the approval of the 2016 minutes. IAC Members approved unanimously the 2016 minutes.	
3. Term of committees	<ul style="list-style-type: none"> ▪ 3 IAC members were up for renewal this year: Australia (Denis), Belgium (Sanae) and China (Dylan). FV has contacted Denis and Dylan, who have confirmed their availability for renewal. They have been re-confirmed as IAC members for their respective country. The representative for Belgium is still to be contacted. ▪ MPC Chair : Charles Symons will not renew this year as MPC Chair. Francisco Valdès was proposed as the next MPC chair: Proposed by FV and seconded by HS. Approved unanimously. ▪ Next year, the positions of the COSMIC chairman and Benchmarking chair will be at the end of their terms. These positions will be up for nominations. 	
4. Finances	<p>ST presented the accounts to end-September. Our balance sheet shows assets of 51,140 EUR, a net increase of 15,918 EUR over the year.</p> <p>HS, seconded by FV proposed the approval of the financial statements. IAC Members approved unanimously the accounts, with thanks to ST.</p> <p>A new accounting package was acquired to facilitate accounting and reporting.</p>	
5. Measurement Practice committee	<p>FV represented for the presentation of the annual report of the Measurement Practice Committee (MPC).</p> <p>See next the set of slides prepared by CS.</p> <p>Very special thanks to CS for the years of very valuable work. Charles not being present this year, and planning to be present next year, personal recognition will be planned for next year.</p>	

5- Report of the Measurement Practice Committee (next)



Work in Progress - from 2016 MPC report

- Major update to Business App Guideline v1.3
 - Significant update to Real-time Guideline v1.1.1
 - New Guideline on conversion of 1G method sizes to COSMIC sizes
 - Update ISO/IEC 19761 to align with COSMIC method v4.0.1
- Publish by end 2016?
- X
 - ✓
 - ✓
 - ✓



The new rules for the 'BAG' v1.3 took a long time to finalise, but are very important



Publications since the last Annual Meeting

Guidelines:

- for sizing Business Applications v1.3 (the 'BAG')
- on how to convert 'First Generation' Function Point Sizes to COSMIC sizes

Case Studies:

- ACME Car Hire



MPC work in progress



- **Measurement Manual v4.0.2** – almost ready
- **Guideline for sizing Data Warehouse Software, v1.2**
– ready to go to MPC
- **Guideline for sizing Service-Oriented Architecture software** –
Generalise to apply to any component-base software?
- **'Guideline: introducing COSMIC size measurement to help manage Agile software activities'**
– This has been completely re-written from the existing 'Guideline for managing Agile projects'

6. Certification Committee

JMD reported that 160 people were certified at the Foundations Level this year. In comparison, 91 people were certified in 2015-2016.

Canada	4
China	71
Italy	2
Mexico	24
Poland	58
USA	1
Total	160

- There were still 60 certification with version 3.0 this year. However, the number of certification in version 4 has reached 100.
- Efforts have been made to move on from version 3 to version 4:
 - 51 questions on 257 should be changed (3 questions with a slight change, 18 questions to be changed partly or completely, 40 new questions)
 - Requests for upgrading to V4 have been sent to Poland, Italy and Brazil for
 - Till now there is no feedback.
- By the end of November, version 4.0.2 will be looked at to identify if it is necessary to modify some questions within the current certification exam.
- A summary of the analysis of the exam questions has been prepared and will be presented at IWSM-Mensura in Gothenburg this week.

7. COSMIC governance development	 COSMIC Developments <ul style="list-style-type: none"> ▪ Identify new projects ▪ RfQ-process, who can do what <i>and what additional cost are necessary</i> ▪ Funding process 	
8. Country reports	
9. Branding of the COSMIC method	 What do we need to spread the word? <ul style="list-style-type: none"> ▪ Marketing campaign? ▪ Additional domains? ▪ Video content? ▪ Simpler documents? ▪ Advanced certification? ▪ Vetting COSMIC compliancy? ▪ 	
10. COSMIC teaching material	No progress to date – action items to be developed over the year	
11. Next Annual Meeting	At the conference next year in Beijing, Sept. 13-15 2018	

Alain Abran

October 24, 2017

(Open) Circulation: All IAC and MPC Members and Guests at the meeting