

**Minutes Summary of the ISTECE VIII General Assembly
Porto Alegre, Brasil
November 19-20, 1998
Prepared by ISTECE Executive Office-UNM**

The theme of the 1998 General Assembly was "Distance Education and New Technologies". All materials presented can be found at:

www.eece.unm.edu.istec
www.istec.org

under the General Assembly or Documents link.

Thursday, November 19

1) Introduction by Mauro Miskulin

Dr. Miskulin introduced the agenda and explained the voting procedures and General Assembly matters

2) EXECUTIVE OFFICE REPORT:

Ramiro Jordán presented the Executive Office Report, highlighting issues of membership, travel, administration at UNM, Distance Education Program for Ibero -America (DEPI), and budget (see appendix).

ACTION ITEMS:

- ?? In conjunction with Organization of American States (OAS), create a book with full description of four initiatives and study the possibility of drafting a report of the status of Science and Technology in the region
- ?? Designate country representative to register istec.org, istec.net in their respective countries.
- ?? Create mirror sites at all institutions to improve accessibility
- ?? Memorandum of Understanding proposal for Los Libertadores
- ?? Provide feedback for DEPI
- ?? Create listserves/forum for improved communication
- ?? All members should provide the Executive Office updated information on email addresses and web pages
- ?? Proposals for host of General Assembly in 2000
- ?? Submissions for ICECE 1999-Rio. ISTECE has been involved in the preparations

3) New Members and two-year review:

Mauro Miskulin invited potential member institutions to make a brief speech to complement their poster presentations.

Universities:

Universidad Mayor de San Andrés (UMSA) - Bolivia

Presented by Javier Lucero, vicedec@huayna.umsa.edu.bo

Universidad Veracruzana (UV) - México

Presented by Manuel Martínez, martine@mia.uv.mx

Universidade do Sul de Santa Catarina (UNISUL) - Brasil

Presented by Mara R. Gomes, mararg@unisul.rct-sc.br

Universidade Federal de Pernambuco (UFP) - Brasil

Presented by Amaro H. Pessoa Lins, alins@upd.ufpe.br

Universidad Peruana Cayetano Heredia (UPCH) - Perú

Presented by Juan Sotelo Campos, jsotelo@upch.edu.pe

Universidad Evangélica Boliviana (UEB) - Bolivia

Presented by Saúl Severiche, ueb@bibosi.scz.entelnet.bo

Universidad Blas Pascal (UBP) – Argentina

Presented by Marisa de Giusti (due to Alfredo J. Marín's sudden absence), amarun@ubp.edu.ar

Industry:

Infocast LLC – USA

Presented by Norbert Chien, NORBERT@I-CAST.NET

Norbert demonstrated his company's Eteam product, and its potential contributions to ISTECC. More info can be found at : WWW.I-CAST.NET. He offered a free version of his product to all General Assembly participants, and the ExCom will propose a plan to work together in the future.

Organization:

Organization of American States (OAS)

Presented by Bernardo Gluch, bgluch@oas.org

Mr. Gluch spoke of Centro Interamericano para el Desarrollo Integral (CIDI), its four year plan, and possible collaborations with ISTECC. He explained that CIDI-ISTECC objectives are very similar. Their criteria for collaboration includes a plan that would work with at least three different countries in two different regions, dealing with problems that are common to various countries, that would lend themselves to international cooperation and involve the private sector, always keeping lesser developed countries in mind. Upon request, he spoke of the appropriate mechanisms to present projects and of the resources (and limitations) that they could contribute. There was a particular interest in the DEPI proposal.

Two Year Review:

The following universities were admitted to ISTEAC in 1996, and thus were due for their two year review. The Executive Office asked each institution for a report of activities to present to the ExCom and General Assembly in November.

Universidad de El Salvador, El Salvador
Universidad Don Bosco, El Salvador
Universidad Centroamericana José Simeón Cañas, El Salvador
Universidad Francisco Marroquín, Guatemala
Universidad de Costa Rica, Costa Rica
Universidad Autónoma de Honduras, Honduras
Universidad Privada de Santa Cruz, Bolivia (sent report)
Universidad Franz Tamayo, Bolivia
Universidad John F. Kennedy, Argentina (sent report)

Three universities withdrew from ISTEAC by not paying membership dues for two years and ten months. These are:

Universidad de Belgrano, Argentina
Pontificia Universidade Católica do Rio de Janeiro, Brasil
Universidad Autónoma de Ciudad Juárez, México

ACTION ITEMS:

- ?? All new members were unanimously admitted to ISTEAC according to voting procedures detailed at the end of this document. According to ISTEAC guidelines, they will be considered provisional members for two years, and at that time will submit a report of activities to the Executive Committee and General Assembly for their approval to the status of full member.
- ?? According to voting results, Universidad Privada de Santa Cruz and Universidad John F. Kennedy were admitted as full members. The Central American universities, upon ExCom's request, were given a one year extension as a result of the recent Hurricane that devastated the region. Universidad Franz Tamayo was granted the extension as well.

4) ADVANCED CONTINUING EDUCATION INITIATIVE:

Nicolás showed the first beta version of the desktop publishing/authoring/conferencing environment and asked for an initial evaluation. He explained that it is based on standard tools, and users would not need to purchase products nor licenses. Nicolás followed with a description of the equipment, the technologies employed, and the equipment required for its use. As of now it is ready to process text, fixed images/video, and audio in a client-server environment.

The following is a time line for the UG software:

January 1999	beta	explore problems and questions
February	1.0	
June	1.5	
November	2.0	+ Demonstration at GA 1999

For more information, Nicolás can be contacted at: nicolas@goliat.ugr.es

ACTION ITEMS:

- ?? Nicolás will provide selected members with the 1.0 version of the UG software by February 1999.
- ?? Nicolás will invoice the Executive Office when he is ready to use the 35K allocated for ACE budget software.
- ?? He will distribute the software to a group of member in early in order to run pilot tests and make necessary modifications.

Friday, November 20**1) LIBRARY LINKAGES INITIATIVE**

The progress made during 1998 in different Liblink aspects was presented by Marisa de Giusti (UNLP), Chaouki Abdallah (UNM), Isabel Santoro (UNICAMP), and Johann van Reenen (UNM).

Bel exposed two documents. The first dealt with the LigDoc project, its nine Brazilian participants and how those libraries work with each other as well as with outside ISTECE institutions. She also presented a cost/benefit analyses from LigDoc/Liblink libraries, highlighting who are the most frequent users, turnaround time for requests, and user satisfaction in terms of speed, cost (none to the user), quality, and reliability. Most importantly, the cost that those libraries would have incurred to fulfill those requests outside of the Consortium would have been almost US\$ 150,000, as compared to the nominal ISTECE membership fee paid by each one.

Marisa showed detailed statistics for Proyecto de Enlace de Bibliotecas (PrEBi) in Argentina. These included a breakdown of exchange with different libraries, a descriptions of who the users are, and the fact that the project has grown almost 200% since 1997. She also called special attention to the first issue of the Journal of Computer Science and Technology, a pioneer effort to within ISTECE to publish an electronic journal in English out of Latin America. This is important because internationally, only the publications in English are catalogued, and Latin American contributions are very limited.

Johann van Reenen spoke of new developments in Liblink at UNM since 1997. Noteworthy are the mini-conferences for librarians, joint electronic purchases, the elimination of limits to the number of requests, and other important fundraising issues. These can be found in more detail in the proposals and voting results listed later in this document.

ACTION ITEMS:

- ?? ISTECE members are encouraged to subscribe and contribute to the Journal of Computer Science and Technology. This can be found at the ISTECE website, under E-Journal.
- ?? As a result of librarian's proposal and member's vote, the Academic Press contract was turned down. Instead, 5K will be allocated to fund all ISTECE requests that cannot be met internally within the Consortium and therefore must be directed to CISTI, for the pilot period for six months. In the next ExCom meeting in Caracas, the figures of what percentage of this amount was actually used will be analyzed. According to this, there will be a decision as to whether there is a need to readjust (and how) Liblink fees. In any case, the increase in price will not exceed 10% of current membership fees.
- ?? LigDoc libraries in Brasil will start a pilot project to sell Liblink services to third parties (mainly universities and industries). The funds collected will go towards paying for any increase in costs as mentioned in the bullet above.
- ?? The General Assembly was informed that Isabel Santoro will retire from UNICAMP soon. However, she is willing to continue working for ISTECE's library project in the region. The Assembly approved an allocation of 5K to cover for her travel expenses and other costs she might incur.

2) Randex Presentation

Oscar Marquez (UV) presented the beta version of RandeX. He explained its requirements, limitations, and special features. More information and specifications can be found at:
www.tsc.vigo.es/RandeX

ACTION ITEMS:

- ?? Oscar asked for the RandeX tests with UNLP, UNM, and possibly UG and UNICAMP to be completed by December 15, 1998. He agreed to accept feedback and make modifications up to January 20, 1999. The software will be free of charge to ISTECS members but is not public domain.

3) R&D INITIATIVE:

Francisco Viveros (PUJ) and Howard Pollard (UNM) presented the R&D Initiative. There was a very successful R&D workshop at PUCRS on Wednesday, conducted by them and Motorola representative Germán Hernandez from Colombia. Motorola is about to launch its new M-Core technology and is seeking universities to test the product and give feedback to help write manuals and support materials as well as teaching methodologies. In order to do this, they must first assess current progress in ISTECS R&D labs. They also spoke of Neural Networks Systems, Multicom-21, and the new Veribest Software.

Any comments or suggestions should be sent to:

pollard@eece.unm.edu
fviveros@javercol.javeriana.edu.co
istecrd@eece.unm.edu

ACTION ITEMS:

- ?? Members will notify the Executive Office and identify personnel in charge of R&D activities at their institution. They will also complete the questionnaire so that the Executive Office and Motorola can determine who needs new equipment
- ?? Members will identify and contact Motorola representatives in their respective countries in order to negotiate donations. They encourage group proposals, at national and international levels.
- ?? In order to facilitate communication among Consortium members, projects and progress with labs should be entered in ISTECS's Distributed Data Base (BDDIS) at:
www.bddis ldc.usb.ve, or contact Soraya Abad Mota at abadmota@usb.ve
- ?? Francisco Viveros and Howard Pollard will introduce a system of collaboration/competition to motivate projects within the Consortium.

4) BDDIS SPECIAL PROJECT:

Presented by Soraya Abad Mota (USB). Soraya showed the architecture behind the database, which uses Oracle as a data base management system. She explained some of the technicalities and added that it would have a very user friendly interface. She can be contacted at:
bddis.@ldc.usb.ve, or www.bddis ldc.usb.ve

ACTION ITEMS:

- ?? Members must identify a person in their institutions to be responsible for submitting the information for the BDDIS.
- ?? Members are encouraged to contact Oracle representatives in their countries. The database management system is usually offered free of charge for academic uses.
- ?? By January 1999, Soraya will complete the interface and enter the current data from 17 institutions.

VOTING RESULTS:

25 voting members from 12 countries were present at the VIII ISTEK General Assembly. These include the two present provisional members, though they were asked to withhold their vote from their own full membership proposal.

?? Proposal #1

According to slide 10 from Ramiro Jordán's presentation, ISTEK President Mauro Miskulin called for a vote on the acceptance of seven new universities and one industrial member. He informed the Assembly that all these institutions had met full formal requirements for membership. He asked if anyone had objections to granting provisional membership to any of these institutions. No objections were given. Mauro also explained that they would have a two year time frame to work with ISTEK members and then present a report of activities in order to be given full membership.

24 votes of acceptance
0 against
0 abstentions

Note: One member was absent at the time of the vote

?? Proposal #2

Pertaining to slide 12, Mauro Miskulin explained that due to devastation from Hurricane Mitch, the Executive Office had been unable to contact most members in Central America. The ExCom brought forward a proposal to give the region a one year extension to produce a report of activities. Universidad Franz Tamayo will be given a one year extension as well, since the objective of the Consortium is to facilitate and not impede collaboration. No objections were given.

24 Votes of acceptance
0 against
0 abstentions

?? Proposal #3

Ramiro Jordán explained that Universidad Francisco Marroquín has been very active though they did not produce a report. Instead of accepting them regardless, there was a proposal to also grant them a one year extension since they are also in the affected region.

24 votes of acceptance
0 against
0 abstentions

?? Proposal #4

To accept Universidad Privada de Santa Cruz de la Sierra (UPSA) and Universidad John F. Kennedy (UJFK) as full members of ISTEK. Both had previously and successfully presented their report of activities to the Assembly.

23 votes of acceptance
0 against
0 abstentions

Note: At this point both UPSA and UJFK were asked to withhold their vote, and the voting member that was missing arrived, totaling 23 eligible voters for this proposal

?? Proposal #5

Mauro Miskulin told the Assembly that according to slide 36 in the EO presentation, Ramiro Jordán had presented the full budget . All questions were clarified, and the ExCom had approved. The floor then opened for questions, comments, or suggestions. None were given, and the vote was to approve the budget presented.

25 votes of acceptance
0 against
0 abstentions

?? Proposal #6

Marisa de Giusti proposed for 35K of the ISTEK 1999 budget be allocated to Liblink. Of this amount, 20K would go for the UNM-CSEL maintenance of the operation, 5K would be given to fund Isabel Santoro's expenses in disseminating Liblink in South America and elsewhere, 5K would be used to fund the six month pilot project with CISTI (as described in Liblink initiative above), and 5K would be left in case of unforeseen expenses. The reasoning behind the six month CISTI pilot project is that, due to increased growth and requests in Liblink, current levels of funding do not suffice to cover expenses.

26 votes to approve Liblink expenditures
0 against
0 abstentions

?? Proposal #7

To change the current Sponsor dues (which implies an annual contribution of less than 5K) to range from \$2,000-\$4,999, and the collaborator position from \$5,000 to \$19,999. There were various questions raised. The ExCom agreed to review these in the near future, in the meanwhile the Assembly voted to approve the changes in membership.

25 votes of approval
0 against
0 abstentions

?? Proposal #8

To modify the membership categories by eliminating the Honorary membership, and instead merging it with the Institutional category. There were comments pertaining to the need to give some sort of award or diploma to individual or organizations that collaborate. The ExCom agreed to study this option, and the Assembly voted for change in category.

25 agreed
0 against
0 abstention

?? Proposal #9

Mauro Miskulin informed the Assembly of the offer proposed by Soraya Abad Mota to host the next ExCom meeting in Caracas, Venezuela, at Universidad Simón Bolívar. He clarified that currently, Motorola had offered to host the 1999 GA, and no one else had come forward with another site. Motorola has headquarters in Ft. Lauderdale (Florida), Phoenix (Arizona), and in Chicago (Illinois). It was agreed that Motorola would determine the location and that Ramiro Jordán will be the negotiator on ISTECS' behalf. Gregory Randall (UR) added that, as coordinator of General Assemblies, he is open to any comments or suggestions for future events, and can be contacted at:

Randall@iie.edu.uy

Mauro Miskulin asked if anyone was opposed for the 1999 GA to be hosted by Motorola.

0 opposed

0 abstained

a) At this point, Javier Sánchez, from Universidad Autónoma de Morelos expressed interest in hosting the 2000 General Assembly, in the city of Cuernavaca. It was decided that in six months there will be a notification as to whether other institutions might also be interested and if the authorities of Universidad Autónoma de Morelos accept.

b) Other members congratulated the PUCRS coordinators and asked how much it had cost them. Paulo Franco and Dario Azevedo itemized their costs and disclosed that the expenses had been close to \$38,000 and they had received contributions from several organizations.

?? Proposal #10

Soraya announced that, upon careful revision by members of the ExCom, they had found that the 1997 General Assembly minutes were inaccurate and imprecise. Therefore, the 1997 General Assembly minutes were not approved at this time. In addition, the ExCom minutes will also be rejected until a new edited version is available. Furthermore, a large percentage of the Assembly had not received the document. Thus, it was agreed that Soraya would be responsible for rewriting the minutes and posting them on the ISTECS web as soon as possible, and the Assembly would then ratify the document via email.

25 votes to approve

0 against

0 abstentions

After the voting session, the assembly heard two brief presentations by industrial members:

1) Infocast LLC, by Norbert Chien

Norbert thanked the Assembly for accepting his company, and offered everyone present a free version of the Eteam software. For more details he can be reached at: norbert@i-cast.net. He also announced that he was studying the possibility of giving ISTECS a global license under favorable conditions, and that he would be working with ISTECS members on creating a version of Eteam based on Java (to make it compatible with the DEPI proposal and UG software).

2) NORTEL NETWORKS, by HelenMarie Slater and Sandra Corva

HelenMarie and Sandra told the Assembly that Bay Networks was now part of NORTEL, thus the change of name. They presented the company with detailed statistics and spoke of the MultiCom-21 project. For more information they can be contacted at:

hslater@nortelnetworks.com

corvas@nortel.com

They also announced job openings with NORTEL that can be seen at:

calajobs@nortelnetwork.com

OPEN SESSION

Moderated by Paulo Franco (PUCRS)

- 1) Antonio Figueredo (UNICAMP) proposed a listserv to enhance communication among members. He suggested the creation of:
Istec-ExCom@...
Istec-members@...
Istec-meeting@...
Istec-liblink@...
Istec-ace@...
Istec-rd@...
Istec-ll@...
Istec-all@...

Antonio also volunteered to be responsible for administration of these listserves. Ramiro Jordán mentioned that some of these were already being created at the Executive Office, and that work would be done to create more. It was reiterated that members should register the domain Istec.net.XX, istec.org.XX in their respective countries. He also spoke of the need to create mirror sites in every country, with the purpose of improving communications.

- 2) Willians Cerozzi Balan (UNESP) was concerned about the loss of control a professor has once he/she submits instructional material to be edited and implemented in a distance education context. He suggested the creation of a interdisciplinary group that would have representatives from different media sectors, and that will work directly with the professor. This would avoid discrepancies between what the professor intends and the final product produced. If you are interested in sharing your experiences or discussing this topic, please contact:
multied@bauru.unesp.br, or
www.bauru.unesp.br/np/
- 3) Cesar Mezzilho (PUCRS) suggested the creation of a virtual forum to discuss projects and related topics. He also suggested that ISTECS libraries join efforts to purchase periodicals.
- 4) Perú representative Andrés Flores thanked ISTECS for successful projects undertaken at PUCP and took the opportunity to invite everyone to the fifth IBERCHIP Workshop at PUCP, to take place from the 1-3 of March in Lima, Perú.
- 5) Paulo Franco (PUCRS) showed concern for the DEPI proposal, since he noticed that it was not discussed in detail at the assembly. He mentioned that other continents have Distance Education programs well underway, and that since the Consortium already has a network of universities he was hoping to end the Assembly with a work plan.
Ramiro Jordán said that it had been discussed at the ExCom and that plans were underway.

Closing Remarks from Mauro Miskulin. General Assembly adjourned.

Appendix 1

ISTEC BUDGET 1998

The IBERO-AMERICAN SCIENCE AND TECHNOLOGY EDUCATION CONSORTIUM

Annual Regional Income Statement For the Period 1998

Dues Carryover pre 1998		\$ 185,652
1998 Projected and Actual Dues Revenues		
Latin America	<u>Projected</u>	<u>Actual</u>
Educ. Institutions	\$ 57,441	\$ 33,988
Industries	n/a	
Iberian Peninsula		
Educ. Institutions	\$ 6,000	\$ 2,953
Industries	n/a	
United States		
Educ. Institutions	\$ 1,500	\$ 1,500
Industries	\$ 45,000	\$ 45,000
1998 Dues Revenue SUBTOTAL	\$ 109,941	\$ 83,441
1997 University Dues		\$ 1,000
University Contribution-LibLink-UNLP		\$ 7,500
REVENUE TOTAL (as of 11/98)		\$ 277,593
Operating Expenses		(\$67,723)
Balance		<u>\$ 209,870</u>

Ibero-American Science and Technology Education Consortium

Annual Operating Expenditures Statement For the Period 1998

<u>Operating Expenses</u>		<u>US Dollars</u>	<u>Totals</u>
Funded Projects	Library Linkages-UNM	\$ 27,325.63	
	Computer Networks Course	\$ 2,910.31	
			\$ 30,235.94
Meetings	General Assembly	\$ 5,000.00	
	Executive Committee	\$ 7,554.00	
			\$ 12,554.00
Advertising	Printing	\$ 1,406.94	
			\$ 1,406.94
Travel	ISTEC sponsored travel	\$ 9,117.81	
			\$ 9,117.81
Administrative Costs	Consultant	\$ 3,266.00	
	Staff	\$ 7,695.95	
			\$ 10,961.95
Equipment	Laptop	\$ 2,818.30	
	TV/VCR	\$ 628.91	
			<u>\$ 3,447.21</u>
Total Operating Expenses			\$ 67,723.85

The Ibero-American Science and Technology Education Consortium
Annual State Financial Statements
For the Periods 1997/98 and 1998/99

	1997-1998	1998-1999
Funds Appropriated by NM State	\$ 180,600.00	\$ 186,600.00
Carry Over Credits	<u>1,782.34</u>	24,096.70
	<u>749.00</u>	
Net Funds Available as of June	\$ 183,131.34	\$ 210,696.70
 Operating Expenses		
Wages and Salaries	\$ 91,621.96	\$ 44,270.98
Fringe Benefits	19,316.40	8,834.99
Supplies & Expenses	28,594.80	7,070.63
General Assembly		5,833.00
Organizational Memberships		268.00
Travel - Domestic	3,169.96	1,594.82
Travel - Foreign	9,913.36	5,833.83
Equip.	6,418.16	-
 Total Operating Expenses	 \$ 159,034.64 (as of 06/98)	 \$ 73,706.25 (as of 11/98)
 Net Operating Funds Remaining	 \$ 24,097	 \$ 136,991 (for the period 07/98-11/98)