**APrIGF Multi-Stakeholder Steering Group (MSG) Meeting**
**9 Dec 2015 (Wednesday)**
Adobe Connect
04:00 – 05:00 (UTC)

## Attendees (14):

<u>MSG Members</u>
Abdul Awal, Internet Society Bangladesh Dhaka Chapter (Civil Society)
Arun Sukumar, Observer Research Foundation (Civil Society) - **Vice-Chair**
Chester Soong, Internet Society Hong Kong (Civil Society) - **Vice-Chair**
Cheryl Langdon-Orr, ICANN (Civil Society)
Edmon Chung, DotAsia Organisation (Technical)
Hiro Hotta, JPRS (Private Sector)
Hong Xue, Beijing Normal University (Academia)
Jahangir Hossain, Internet Society Bangladesh Dhaka (Civil Society)
Kelvin Wong, ICANN (Technical)
Mohit Saraswat, Pepsi- Dubai Refreshments (PepsiCo Bottler) (Private Sector)
Mubashir Sargana, ISOC Pakistan (Civil Society)


<u>Non-MSG Members</u>
Kilnam Chon, KAIST, Korea (Academia)
Klee Aiken, APNIC (Technical)

## APrIGF Secretariat:
Maggie Lo, DotAsia Organisation
Yannis Li, DotAsia Organisation

## Local Host of 2016:
Sophie Liang, NIIEPA (Technical)
Una Chen, NIIEPA (Technical)

## Agenda:
1. Minutes and Action Items Review
2. Taipei 2016 Preparation
    - Local host updates
    - Synthesis Document
    - Fellowship
3. APSIG
4. A.O.B

**Proceedings:**

**1. Minutes and Action Items Review**

- Sub-themes have been finalized based on the discussions on the mailing list and uploaded to the website.
- "Call for Workshop" has been launched and the announcement has been made on the mailing list.
- Secretariat reminded that the deadline for "call for workshop" is 2 Feb, 2016 and called for MSG members to encourage more people to submit their proposals.
- Secretariat updated that APSIG committee has held their first meeting on 26 Nov and Chon/Sukumar may share their updates on MSG meeting later.
- Secretariat has sent a reminder on the MSG mailing list regarding RFP 2017.
- Secretariat updated that Vanuatu government has expressed their interests recently and she expected there will be two proposals when the deadline comes.
- The minutes of MSG Meeting on 11 Nov and 25 Nov, 2015 have been reviewed and adopted.

**Action Items:**
- Adopted the minutes of 11 Nov, 2015 and 25 Nov, 2015.


**2. Taipei 2016 Preparation**


**Local host updates**


- Local host prepared an updated report on the preparation progress.
- Local host updated that a local committee is organized and will have their meeting in the week of 23 Dec, 2015.
- Objective of organizing the local committee: encourage local participation.

Over-arching theme/sub-themes
- Wu (local host) suggested adding a descriptive subtitle *"Converging Physical Space with Cyberspace"* to the overarching theme.
- Discussions/approval from the MSG members are needed to confirm this subtitle.
- Chung commented that it seems there is no problem with the local host's suggestion but whether to adopt it should acquire more opinions from MSG members.
- Secretariat to take the discussion offline and get a consensus over the mailing list on adding the suggested wordings.
- Local host reported that workshop proposal submissions have been opened since 30 Nov, 2015.
- Local host said that there can be sub-themes/guideline amendments.
- Secretariat posted the website link for reference:
    - Current sub-themes listed: http://2016.aprigf.asia/program/themes/
    - Submission Guideline: http://2016.aprigf.asia/program/guidelines/
- The deadline for proposal submission is 2 Feb, 2016 now. Local host asked if extension of deadline is needed.
- Chung suggested that the deadline should be extended until late according to

- past experience.
- Soong agreed and thinks that promotion is more important at this stage. He suggested discussion on the deadline extension to be continued in Jan 2016.
- Local host asked the Secretariat to send out the submission guidelines on the mailing list.
- Secretariat clarified that the call for workshop proposals are announced and circulated on MSG and various mailing list already. There is also plan to circulate to the bestbits mailing list.
- Wong confirmed that he has received the email from the Secretariat.

Budget
- Local host needs the confirmed schedule and number of participants of APSIG to arrange the logistics.
- Local host prepared a list of expenses for APSIG with the estimation of 2-day courses with 30 participants.
- It is ~USD25,000 in total (excluding airfares and airport transportation).
- Secretariat asked for clarification that APSIG budget and APrIGF budget are separated and Chon will coordinate on the APSIG budget.
- Chon replied that Chair (to be elected) of APSIG sub-committee will discuss with the local host on the logistics.
- Sargana thinks it is better that Chon can be the leader of SIG sub-group.

**Action Items:**
- Secretariat to seek consensus over MSG mailing list on adding the suggested wordings "*Converging Physical Space with Cyberspace*" proposed by the local host to the overarching theme.

## Synthesis documents

- Secretariat proposed to open call for volunteers Drafting Committee for the Synthesis Document planning for Taipei 2016.

**Action Items:**
- Secretariat to open call for volunteers Drafting Committee for the Synthesis Document planning for Taipei 2016.

## Fellowship
- Local host expected that fellowship of APSIG to be financed on a separate budget and to be coordinated by Chon.
- Local host raised that decision has to be made on how the sponsorships will be allocated to fellows: (1) reimbursement (2)payment by the Host (3) pay in a lump-sum.
- Secretariat shared the Timeline on the screen, showing that call for fellowship should run from Jan-Feb ,2016.
- Chon updated that the current plan for APSIG is that only lecturers will be funded.
- Chon clarified that the plan is subjected to changes/suggestions from the sub-

group Chair (to be elected).

- Soong thinks that there should be separate discussions on the fellowships for APrIGF and APSIG with the Local host. Synchronization between APrIGF and APSIG is important.
- Secretariat proposed to open the call for Fellowship Selection Committee of APrIGF and the committee to further coordinate with APSIG sub-committee about the fellowship recruitment.
- Chung suggested Sukumar/Chon to be on the Fellowship Selection Committee to ensure communications between APSIG and APrIGF. He emphasized the importance of involvement in the committee for synchronization.
- Chung added that there is usually sufficient funding from APNIC/Google.
- Chon asked for the number of fellowships provided in previous years.
- Secretariat replied that last year was the first formal fellowship program and there were 14 fellowships provided.
- Soong added that it may depend on the amount of funding raised.
- Secretariat suggested to call for the fellowship committee to give an estimated number of fellowships for the Local host to look for funding.
- Chung suggested to open the fellowship applications, seek funding and develop criteria in parallel and decisions on final number of fellows can be made from the Fellowship committee.
- Soong agreed with Chung's suggestion.
- Local host pointed out that economy class fares can vary so the eligibility and rules needed to be stipulated.
- Chon asked if there were several kinds of financial support (e.g. travel support, fellowship, APILP instructor support) in 2015.
- Wong replied that there was no special support for APILP instructors as they were MSG members attending APrIGF.

**Action Items:**
- Secretariat to open the call for Fellowship Selection Committee of APrIGF and the committee to further coordinate with APSIG sub-committee about the fellowship recruitment.

## 3. APSIG

- Chon clarified that APSIG will run the project with APrIGF so that they may only need lecturers to develop courses. Yet, they are looking for a number of participants for better course development.
- Chon thinks that better preparations are needed for APSIG development but APrIGF should reach a reasonable consensus first.
- Chon added that he personally wants to focus on curriculum development as it is what he studies and he is not available for the Chair position.
- Chon said that the Chair of the APSIG committee is to be elected and that the Chair should be responsible for the communications with the Local host and the APrIGF community.
- Chon thinks that Chung/Soong/Sukumar can be potential candidates for the Chair of APSIG sub-group.
- Secretariat updated that the next APSIG meeting is on 16 Dec.

- Local host understood that time is needed for course development but some concrete information (venue needed, number of participants) is needed for the arrangements.

## 4. A.O.B

- Soong asked Secretariat to open a doodle and let people to sign up for the next MSG meeting on doodle for better discussion.

**Action Items:**
- Secretariat to open a doodle for the MSG meeting on 23rd Dec to check if there is enough attendance.

<u>Summary of Actions Items</u>

- Adopted the minutes of 11 Nov, 2015 and 25 Nov, 2015.
- Secretariat to seek consensus over MSG mailing list on adding the suggested wordings "*Converging Physical Space with Cyberspace*" proposed by the local host to the overarching theme.
- Secretariat to open the call for Fellowship Selection Committee of APrIGF and the committee to further coordinate with APSIG sub-committee about the fellowship recruitment.
- Secretariat to open call for volunteers Drafting Committee for the Synthesis Document planning for Taipei 2016.
- Secretariat to open a doodle for the MSG meeting on 23rd Dec to check if there is enough attendance.

The next meeting will be held on 23 Dec 2015 at 04:00 UTC.