

COSMIC Annual Meeting, 2011

Locations: Grosvenor Hotel, London and Nara, Japan

This COSMIC meeting extended over two locations and was open to IAC and MPC members and to others interested in the COSMIC method. The minutes summarise all discussions at both locations such that these minutes can be freely circulated to those present and anyone interested. A Skype connection was made at the last moment so unfortunately we were unable to inform all IAC members of the link.

Present:

| Name | Position | Country |
|-------------------------------------|---------------------------------|---------------|
| In London | | |
| Alain Abran | Chair, COSMIC | Canada |
| Charles Symons | President, COSMIC | UK |
| Mauricio Aguiar | Ti Metrics | Brazil |
| Ton Dekkers | IAC and Galorath International | Netherlands |
| Jean-Marc Desharnais (via Skype) | IAC and ETS Montreal | Canada |
| Onur Demirors | IAC and METU, Ankara | Turkey |
| Mike Eagles | HMRC and UKSMA Board | UK |
| Peter Fagg | IAC/MPC and Pentad | UK |
| Cigdem Gencel | IAC/MPC and Blekinge UNiversity | Turkey/Sweden |
| Bernard Londeix | IAC and Telmaco | France/UK |
| Roberto Meli | IAC/MPC and DPO | Italy |
| Mina Nabi | METU, Ankara | Turkey |
| Graham Nixon | NixonBrooke | UK |
| Luca Santillo | IAC/MPC and Agile Metrics | Italy |
| Jaroslav Swierczek | IAC and 300DC | Poland |
| Erdur Urgan | METU, Ankara | Turkey |
| Frank Voegelzang | MPC and Ordina | Netherlands |
| Steve Webb | Software Estimation | UK |
| Gokcen Yilmaz | METU, Ankara | Turkey |
| In Japan | | |
| Alain Abran | Chair, COSMIC | Canada |
| Harold van Heeringen | IAC and Sogeti | Netherlands |
| Luca Santillo | IAC/MPC and Agile Metrics | Italy |
| Sylvie Trudel | COSMIC Treasurer and IAC | Canada |
| Monica Villavicencio | IAC and ESPOL | Ecuador |

Minutes

| Topics | Comments | Actions |
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| A Tribute | Charles opened the meeting with a tribute to Grant Rule, a member of the original Core Team and who made great contributions to COSMIC. He died a week ago in a tragic accident. COSMIC will miss him sadly. We have sent our condolences to his wife and family. | |
| Welcome and progress | <p>Welcoming IAC and MPC members and guests, and reviewing the past year, CS said that COSMIC has made great progress with many signs from the market of rapidly growing acceptance:</p> <ul style="list-style-type: none"><li data-bbox="475 747 1211 926">• The number of downloads of the MM in all languages is now over 1800 compared with ‘over 1000’ reported last year. New translations have been published in Chinese, German and Italian, and are underway in Polish, Russian and Turkish.<li data-bbox="475 936 1162 1003">• The new Guideline for use of COSMIC to manage Agile projects has attracted a lot of interest<li data-bbox="475 1014 1195 1115">• Some very major organizations are now known to be making trials of COSMIC. (Amongst these is the major Dutch financial services group, ING.)<li data-bbox="475 1125 1195 1262">• The COSMIC method has been listed by the US Government Accountability Office in its ‘Cost Estimating and Assessment Guide: Best Practices for Developing and Managing Capital Program Costs’.<li data-bbox="475 1272 1224 1409">• Great progress made by Renault and GM/Saab in using COSMIC to size and control price/performance of externally-supplied automotive software and hardware, which is reported publicly.<li data-bbox="475 1419 1179 1524">• The Polish National Insurance system is measured using COSMIC and use is starting in Russia. China appears to have many users. | |
| Finances | The accounts were briefly discussed. Income from certification exams has been lower this past year but we have had almost no expenditure. The UKSMA/COSMIC conference will make a small loss, which will be shared 50/50 between us and UKSMA. At end September our assets amounted to 11,710 Euros. If any IAC member wishes to see the full accounts, please contact Sylvie Trudel. | |

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| President 2012/2014 | Alain announced that as Luca Santillo was the only candidate for the President, according to the Constitution he is elected for the next three years. The meeting congratulated Luca and thanked Charles for his work on COSMIC. | |
| | We then moved to discuss progress in our various activities. | |
| Benchmarking | <p>In spite of great efforts to get more data, the number of projects submitted to the ISBSG has not risen as much as we hoped. Nevertheless, we have enough new data that Harold van Heeringen plans to update the COSMIC/ISBSG benchmark report by year-end.</p> <p>All are urged to help get more project data to ISBSG. New ways to incentivize data submissions are being investigated by the Benchmarking working group, to be circulated.</p> <p>Suggestion is made by AA to integrate project submissions within COSMIC training courses.</p> <p>Suggestion is made by ST to highlight really ‘mandatory’ fields, and/or to reduce further the amount of questions in the Concise questionnaire; HvH and LS to investigate.</p> | <p>HvH All HvH, LS HvH, LS HvH, LS</p> |
| Certification Exams | <p>Jean-Marc Desharnais is now fully operating, responsible for running and developing the certification exams.</p> <p>Current and recent actions:</p> <ul style="list-style-type: none"> • Certificate holders can now be updated directly in the cosmicon database • There is demand for translations of the Foundation-level exam into other languages, notably Chinese. J-MD is examining processes to manage this and also to simplify the process to request an exam • Work on the Expert-level exam is still held up by the lack of suitable domain-dependent case studies. Turkey is working on tests of repeatability which should result in updates to the ‘Guideline for ensuring accuracy and repeatability’, which was published earlier this year | <p>J-MD OD</p> |
| Cosmicon web-site | A new version of cosmicon has been released but not yet announced, which has an improved home page on which news and announcements appear. Much data can now be maintained by others than the web-master (certificate holders, downloads, etc). Thanks to Peter Fagg for his work. | |

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| | <p>High-level recommendations are made to improve the usability and the look & feel of the website. Long-term volunteers to assist PF are welcome.</p> <p>The LinkedIn COSMIC Size Users group now has 250 members, is proving useful for maintaining contacts with users and will replace the cosmicon Forum.</p> | |
| ISO/IEC Standard 19761 for COSMIC FSM | <p>A new version was fully accepted by ISO earlier this year. ISO now requires all FSM Methods to perform and publish an assessment of their compliance to the 'Principles of FSM' standard 14143/1. COSMIC has already published such a statement; this needs updating to conform to the 2011 version of 19761. The timescales of this ISO requirement are not known.</p> | AA |
| Conformity to ISO 'Systems Architecture' standard | <p>ISO has a general policy of seeking consistency across all its standards. For COSMIC, the ISO/IEC 42010 standard on how to document a systems architecture is important. The Measurement Practices Committee has been studying this. A result is that we can simplify our definition of a software 'layer' and bring it more in line with common industry usage. Another possible consequence, to re-introduce standard Measurement Viewpoints, is still being studied. When both these points are finalized and published in a Method Update Bulletin, there will be a need to update the ISO standard, the Measurement Manual and some Guidelines. These changes affect only the COSMIC 'Software Context Model'. There will be NO effect on any measurement rules or existing measurements</p> | CS AL |
| Guidelines | <p>We reviewed the status of various Guidelines under development and proposed</p> <ul style="list-style-type: none"> • Great progress has been made on the Real-time Applications' Guideline by Bernard Londeix and Arlan Lesterhuis. Now planned to release a draft to the MPC by year-end. We will ask for a special group of experts in real-time software to review this document. Volunteers to BL • Limited progress on the Estimating Guideline by Cigdem Gencel and CS but now a much better understanding of its aims and content. • Onur Demirors has a procedure on how to measure software re-use which is relevant to the estimating Guideline and to the proposed NFR activity (see below). OD to pass to CG and CS • Early sizing: Need to take the chapter in the 'Advanced & Related Topics' document and distinguish more | BL, AL All GC, CS OD RM |

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| | <p>clearly between ‘early’ and ‘approximate’ sizing in a new Guideline. Volunteers to work on this to contact RM and CS. FV mentioned there is a NESMA guide on ‘early sizing’; to send to RM and CS. Ton Dekkers recommended a document on best practices in estimating from the American Association of Cost Engineers. TD to circulate.</p> <ul style="list-style-type: none"> • (Proposed) Guideline for mapping UML to COSMIC. LS to ask Professor Lavazza and Enrico Berardi to help. Jaroslaw Swierczek is also working on this topic and is willing to help; first, to translate published materials from Polish to English and circulate. • (Proposed) Guideline for conversion from other FSM methods to/from COSMIC. The need is to generalize the chapter in the A&RT document which gives a too-limited view of the subject. • (Possible) guideline on how to account for Non-Functional Requirements’, arising from the work of AA + Khalid Al-Sarayreh and of CS. Basic ideas still to be developed further. | <p>All FV</p> <p>TD LS</p> <p>JS</p> <p>Volunteer needed to lead this</p> <p>AA, CS</p> |
| Marketing | <p>Several general publications over the last year:</p> <ul style="list-style-type: none"> • Paper in IEEE Software and another in pipeline • AA + Reiner Dumke book of COSMIC research papers • Support to China in its decision making (and obviously to individual prospects) • The Linkedin CSU group, which Grant Rule established, and improvements to the cosmicon site are very helpful • ‘COSMIC News’ is widely read (the download statistics from cosmicon give no indication of the real level of interest which is very high) but now that we have the CSU Group on Linkedin for more immediate announcements, etc., it seems preferable for COSMIC to issue an Annual Report, to be made publicly available. CS to issue for 2011. <p>The topic of spreading the FSM culture in the educational environment is crucial, key people should be identified rather than random approaches. To be investigated further.</p> <p>In general, marketing is still our biggest challenge</p> | <p>CS</p> <p>MV</p> <p>All</p> |
| Next Annual Meeting | <p>The International Workshop on Software Metrics (IWSM) taking place in Nara, Japan this year will be held in northern Italy in 2012, probably in a week to be combined</p> | |

with the 2012 IFPUG annual conference in the first half of
October. LS to inform

LS

The next COSMIC Annual Meeting will take place in
association with the 2012 IWSM.

Alain Abran, Charles Symons November 2011