UA Technology Working Group Meeting
16 September 2019

Attendees:

1. Abdelmonem Galila
2. Ashwin Reddy
3. Dmitry Belyavsky
4. Dessalegn Mequanint Yehuala
5. Dušan Stojičević
6. Fouad Bajwa
7. Jabhera Matogoro
8. Jay Paudyal
9. Marc Blanchet
10. Mark W. Datysgeld
11. Satish Babu
12. Afia Faith
13. Sarmad Hussain

Agenda

1. Welcome and Roll Call (Sarmad) - 5 min
2. Message from the Chair and Vice Chair (Satish, Dessalegn) - 5 min
3. Action Items (Sarmad and everyone) - 20 min
   a. Populating the UA Readiness Document
   b. Undertake a gap analysis of current high priority standards and programming platforms
   c. Identify training needs for developers for how to make applications UA ready
   d. For the high priority cases which are not UA ready, make them UA ready
4. Formation of sub-groups (Satish) - 10 min
   a. Sub-group on UA readiness matrix
   b. Sub-group on UA training
   c. Sub-group on standards and programming language remediation for UA
5. Addressing potential overlap issues with the Measurement WG (Dessalegn) - 5 min
6. Enlarging membership in UA-Tech WG (Satish/Sarmad) - 10 min
   a. Inducting more members, particularly from the Technical community from standards bodies such as IETF, W3C, and the Unicode Consortium
7. Any Other Business - 5 min

Meeting Notes

The chair and vice chairs introduced themselves.

Populating the UA Readiness Matrix
The group discussed what is the best way to organize the work going forward.

The group raised that there will be some overlap between Technology WG and both the Communication and Measurement WGs. However, the focus will be slightly different. For example, while the Measurement WG will measure the gap and report it and gauge progress over time, the

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Technology WG will be more focused on addressing this gap. The overlap is being addressed by two measures: first the WGs are working on a common document. Also, there will be a coordination call between WG chairs to share common subjects. The WGs should be conscious of this overlap as we address it.

FY20 Action Plan for UASG asks to define UA Readiness. As the definition evolves (using the common document), it needs to be identified which technologies which meet the criteria vs. which do not. For those which are UA-ready, the WG needs to effectively advertise them for use. And for those technologies which are not UA Ready, the WG needs to reach out to their developers to address them.

Awareness can be done by simple messaging or can be shown by example, e.g. by developing training materials. These percolate multiple layers, including standards, operating systems, programming languages, their libraries, applications, etc. Fixing these issues will be in the scope of the Technology WG.

With regards to the timeline for finishing the UA Readiness document, it was shared that the WGs will decide when it should be completed. It is expected that this will be done as one of the first items done by the UASG team in FY20 Action Plan. One way to address progress is that this work can go on in parallel, while some high priority items are taken up for fixing right away.

To take these items up in parallel, the WG should consider working in sub-groups. The best practices will be covered along with standards. The members agreed to have the following sub-groups:
- Definition (of UA Readiness)
- Training
- Remediation

Training sub-group will identify the training needs, scope of each training and its details.

The WG suggested to develop a short write-up on the scope of each sub-group and call for volunteers from the Tech WG. The working groups can start their own email lists by including all members who volunteer, and their work will be posted at the Tech WG wiki page.

Any further overlap with the other WGs will be taken on the email list. Where there are dependencies, these could be identified and addressed during the coordination meetings.

On the membership discussed, the WG raised getting membership from specific organizations like IETF, W3C, etc. The members were informed that even if such experts do not join the WG regularly, they may be reached out to as needed. Such membership should also be extended to academia (which may be considered by Comms WG). Suggestions would be welcome. It was raised if liaisons could be created with the standards bodies. It was noted that in some cases existing members can provide the liaison function. In this context, a more comprehensive list of organizations (and their committees) should be developed, e.g. WHATWG.

Finally, members were requested to use the mailing list more actively for discussions. Also, it was noted that the membership should be revitalized for more participation.

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Action Items

No.	Action Item	Owner
1	Develop a short writeup for the Definition, Training and Remediation sub-groups and call for volunteers	Sarmad Hussain
2	Discuss liaisons between standard bodies and UASG, based on discussions in Tech WG	Coordination Team
3	Develop mechanisms to collaborate with academia and report to the WG for further discussion	Jabhera Matogoro

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