APrIGF Multi-Stakeholder Steering Group (MSG) Meeting
16 Mar 2016 (Wednesday)
Adobe Connect
04:00 – 05:00 (UTC)

Attendees (17):
MSG Members
Ali Hussain, Pakistan Information Security Association (PISA) (Private Sector)
Arun Sukumar, Observer Research Foundation (Civil Society) - **Vice-Chair**
Chat Garcia Ramilo, Association for Progressive Communications (Civil Society)
Chester Soong, Internet Society Hong Kong (Civil Society) - **Vice-Chair**
Don Hollander, I2 Consultants (Private Sector)
Duangthip Chomprang, ISOC (Civil Society)
Gunela Astbrink, ISOCAU (Civil Society)
Hong Xue, Beijing Normal University (Academia)
Kelvin Wong, ICANN (Technical)
Maureen Hilyard, At-Large Committee, ICANN (Civil Society)
Mohit Saraswat, Pepsi- Dubai Refreshments (PepsiCo Bottler) (Private Sector)
Paul Wilson, Asia Pacific Network Information Centre (APNIC) (Technical) - **Chair**

Non-MSG Members
Connie Chan, APNIC (Technical)

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

Local Host of 2016:
Sean Lee, NIIEPA (Technical)
Sophie Liang, NIIEPA (Technical)

Agenda:
1. Minutes and Action Items Review
2. Taipei 2016 Preparation
   - Local Host Updates
   - Selection Committee
   - Fellowship Committee
   - APILP Updates
3. AOB

Proceedings:

1. Minutes and Action Items Review

- Local host will update on the visa and in this meeting.
- Secretariat has cleared the remaining action items.
- Minutes of 2 Mar, 2016 have been reviewed and adopted.

Action Items:
- Reviewed and adopted minutes of 2 Mar, 2016.

2. Taipei 2016 Preparation

Local Host Updates

- Local host updated in 3 main areas: the website, visa updates and YIGF planning.
- Local host reported that the invitation letter for visa application is now available for download on the website and that there are 200 registrations now.
- Local host explained that there are two categories of visas to Taipei: Visa-1 and Visa-2.
- For Visa-1: it includes (1)Visa-exempt Entry; (2)Landing Visa; (3)Visitor Visa for PRC citizens.
- For Visa-2: it is the E-visa which is available for citizens of countries which have diplomatic relations with Taiwan and also the invited participants to attend international conferences in Taiwan.
- Local host will assist in the application for Visa-2 (group application) and reminded that those who want to apply for this visa should provide the necessary information to the Local host before 30 April.
- Local host said that the E-visa online application form will be available online by 28 Mar.
- For YIGF local recruitment, local host said that it is scheduled in April.
- Local host added that a selection committee will be formed in mid-May and that 40 local students will be selected.
- Local host said the evaluation result will be announced by 20 May.
- Local host said the accommodation for YIGF will be at CU Hotel Taipei.

Selection Committee

- Secretariat said that there is a scoring list available now and prepared the note below:
    - Completed entries: 11
    - Partly-completed entries: 2
    - No-entries: 4
- Secretariat asked if the partially completed sets of scores should also be used in generating the final scores.
- Secretariat explained that the incomplete sets are not only due to the conflict of interests.
- Garcia Ramilo asked if it is still possible to complete the evaluation for those partially completed entries and if not, she thinks those sets should not be included in the averaging.

- Saraswat agreed with Garcia Ramilo and said the problem is whether it will affect the average scores.
- Wilson expressed no strong preference for whether to omit the partially completed sets of scores.
- Secretariat suggested to calculate the average using the 11 completed sets only and Wilson agreed.
- Sukumar thinks that counting only the completed scores makes sense.
- Hong thinks that the incomplete ones should also be counted and Hilyard agreed.
- Secretariat said a postpone in Timeline may be necessary for the Selection Committee to provide final recommendation and suggestion for mergers.
- Wilson said a call meeting should be arranged for the Committee to discuss.
- Wilson thinks that as the MSG members have to approve the final selection in next meeting too so there should be a two-week delay (April 1).
- Hollander thinks that April 1 is ok but not any later.
- **Consensus reached:** Timeline to be postponed for two weeks for the Final Workshop.
- Garcia Ramilo asked about the usual process of selection and the mergers.
- Wilson replied that instead of an usual practice, the process is rather an ad-hoc one.
- Wilson further explained that mergers will be suggested when two proposals are very similar in topics and scores and the final decision needs the consent of the proposal organizers.
- Secretariat thinks that Wilson explanation is accurate.
- Garcia Ramilo asked for the final number of workshops which can be accepted and Secretariat said it is 30.
- Wilson said that the Committee can select the 30 highest-ranking proposals and suggest for mergers and that a provisional workshop list can be ready on April 1, subject to changes.

Action Items:
- Secretariat to arrange a call for the Selection Committee to discuss on the scoring list.
- Selection Committee to propose final workshop recommendation with mergers in next two weeks.
- Secretariat to circulate the consolidated Scoring List with the ranking to both MSG and Selection Committee mailing lists.
- Provisional workshop list to be released on April 1 and Timeline is targeted to be postponed for two weeks.

Fellowship Committee

- Secretariat said that the Fellowship Committee may be waiting for the finalized workshop list to evaluate the fellowship applicants.
- Soong said that the evaluation is on-going but they are waiting for the workshop list too and that there are about 120 fellowship applications..
- Secretariat suggested the Committee to evaluate first and match with the result of workshop afterwards before announcing finalized list.
- Wilson asked if the evaluation can be done in next two week.

- Hollander suggested to have preliminary session evaluation to the fellowship committee so as to help winnow the ~120 applications.
- Soong thinks that two weeks should be enough with the Scoring List of the proposals.
- Secretariat said that they can circulate the preliminary scores of the workshop proposals to MSG mailing list.

Action Items:
- Fellowship Committee to evaluate the applications in parallel with the Selection Committee progress using the preliminary scorings.

APILP Updates

- Wilson said the decision has to be made on the schedule of APILP programs and asked for any updates on the discussion.
- Wilson added that it seems that most agreed to have APILP on Day0 from last meeting.
- Local host reminded that the date of APILP has to be confirmed as the due date of venue booking payment is 25 Mar.
- Secretariat added that there was also discussion on identifying potential tutorials from the workshop proposals.
- Secretariat prepared the note below.
  - #1: Hold 3 APILP morning sessions in parallel with the rest of the APrIGF agenda (jointly with yIGF),
  - #2: Instead, schedule the existing APILP content on Day 0, also jointly with yIGF.
  - #3: Combine options 1 and 2.
  - #4: Schedule a 2-day APILP meeting on Day -1 and Day 0 (on Monday and Tuesday)
- Wong said that there seemed to be more people supporting option#2 in last meeting.
- Wong expressed his concern about the time limitation and that more potential proposals may be needed.
- Wilson asked about the potential problems/risks of having APILP on Day 0.
- Wilson said if there is no further objection, Day0 will be set as the APILP Day.
- Hong said there may be few participants on Day0 and Wilson thinks that requires promotion efforts in advance.
- Hollander, Hilyard, Garcia Ramilo and Hussain agreed with the proposal.
- Secretariat reminded that yIGF may not be able to join the full-day program as they will have orientation program too.
- Secretariat further noted that having APILP on Day0 implies some of the overseas yIGF participants and fellows need to arrive one day earlier and that have to be accounted in the budget.

Action Items:
- YIGF to coordinate with APILP on logistics arrangements.

3. AOB

- Local host updated that they now have USD5000 from ICANN and AUD10k (~ USD8000) from APNIC.
- As they promised to have at least USD15k funding support to Fellowship previously, local host asked for other funding sources suggestion.
- Hollander suggested to approach ISOC and .Taiwan.
- Local Host said they will try to approach them after.

Action Items:
- Local host to reach ISOC for funding support.

Summary of Actions Items

- Reviewed and adopted minutes of 2 Mar, 2016.
- Secretariat to arrange a call for the Selection Committee to discuss on the scoring list.
- Selection Committee to propose final workshop recommendation with mergers in next two weeks.
- Secretariat to circulate the consolidated Scoring List with the ranking to both MSG and Selection Committee mailing lists.
- Provisional workshop list to be released on April 1 and Timeline is targeted to be postponed for two weeks.
- Fellowship Committee to evaluate the applications in parallel with the Selection Committee progress using the preliminary scorings.
- YIGF to coordinate with APILP on logistics arrangements.
- Local host to reach ISOC for funding support.

The next meeting will be held on 30 Mar (Wed) 2016 at 4:00 - 5:00 (UTC).