

Policy and Software Algorithms
Meeting Minutes Boston
June 29, 1997
Subcommittee Chair: Brian Kammers

- I. Meeting was called to order at 2:35 p.m. There were 6 people in attendance.
- II. The current activities related to software quality were reviewed.
 - A. Several years ago the ASHRAE Board approved a policy related to algorithms that are created as a result of research. At that time the ASHRAE Board directed TC 1.5 to develop guidelines for the review of algorithms. This work was never completed.
 - B. The Electronic Communication Ad Hoc Committee was to submit their final report at this meeting. The recommendations were to be presented to the Executive Council. In the report are several recommendations related to software created, used, and distributed by ASHRAE.
 - C. One of the recommendations of ECAH is to create a committee to advise ASHRAE on software policy.
 - D. Currently 966-TRP is developing a set of guidelines related to the process of obtaining software as part of research project deliverables.
- III. The Subcommittee approved a recommendation to the full Technical Committee that work on developing guidelines for algorithm review be tabled in light of the other activities taking place in the Society.
- IV. The Subcommittee approved a recommendation that the TC Chair send a letter to the Board indicating that we have tabled any effort to the development of guidelines for algorithm review in light of the other activities taking place in the Society.
- V. The Subcommittee approved a recommendation that the TC Chair send a letter to ASHRAE Management indicating our willingness of TC 1.5 and specifically the PASAQ subcommittee to participate in a software advisory committee should it be formed.
- VI. There were two ideas presented for programs. One was a seminar on the Year 2000 issue facing computer systems. The other was a training session based on the results of 966-TRP. Richard Linton will consider creating a one pager for the Year 2000 seminar. The training proposal will not be acted upon until the results of 966-TRP are known.
- VII. No research topics were presented. There was a discussion about research initiated by other subcommittees that are somewhat related to the mission of PASQ. These included a one pager for on-line development of standards and on-line commentary and review of seminars, papers and research.
- VIII. The subcommittee decided to change the name of the subcommittee to better reflect the mission. The name drops the reference to algorithms. The new name is Policy and Software Quality.
- IX. The subcommittee will request that the TC chair ask that the subcommittee name not be abbreviated in the schedule of meetings at the next meeting.

- X. There was a reaffirmation about the mission of the subcommittee. The Policy and Software subcommittee assists the ASHRAE Society in the development of policies, procedures, and guidelines relative to the use, creation, and dissemination of computer applications.
- XI. The meeting was adjourned at 4:15 p.m.