

# Notes from Applications Area chairs lunch meeting, IETF 85

The Applications Area chairs met for a lunch meeting in Atlanta from 11:30 to 13:00 on Thursday, 8 November, 2012. These are brief notes about the discussion.

## How to bring in participants and leaders?

Encourage more participation from light participants.

Identify potential chairs.

Identify potential ADs.

Reach out to other organizations to bring in participants.

Specifically encourage more women to participate and move into chair positions.

Chairs can look for participants on the mailing list.

- Ask for (more) document review.
- Suggest related work in other WGs or Areas.

Chairs can look around the room and judge interest, approach people.

Chairs can help in other WGs (not their own).

For the newcomer reception...

- IETF Chair could make a \*brief\* address at the newcomer reception.
- Maybe an "App Area Corner" at the newcomer reception?
- Maybe not: newcomers may not be familiar with the "Areas".

## Milestones

- Let's try to keep the milestones approximately updated.
- If you do something that makes a milestone "Done", please update the milestone and mark it "Done".
- If one or more milestones become seriously out of date, please make new target dates and update the milestones.

**[There was another topic here, but it didn't get noted.]**

**Someone brought up the comment from the plenary about having a Monday "hot topics" plenary.**

- Suggestion that chairs include a "news, issues, and goals" section at the beginning of each meeting's agenda, which must be posted in advance (by the agenda deadline).
- Everyone can then read that, and use it to help plan their schedule.
- Chairs were willing to spend the extra time to prepare such a section.

## **Shepherd writeup**

- All App shepherds should please try out the new shepherd writeup proposal.
- The point is to head off problems during AD Review and IESG Evaluation, so explain issues that were discussed that you think likely to generate questions from the IESG. Use judgment.
- Looking for deviations from "no problems" situations -- no need to tell us that everything went fine.