

Source: CN Chair

Title: TSG Plenary Scheduling

Agenda item: 5

Document for:

Decision	
Discussion	X
Information	

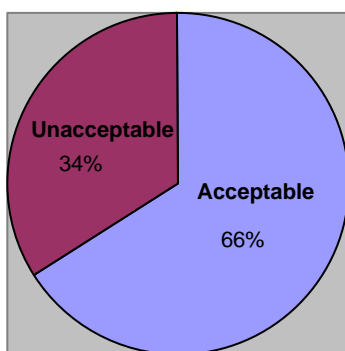
Introduction

A discussion of shifting the September 2005 TSG plenaries has occurred on the TSG leaders list. This led to various more general discussions of TSG plenary scheduling that are discussed in subsequent sections of this report. An e-mail poll was conducted to determine the overall views of the TSG leaders. These results are presented in this document along with a general discussion of the issues.

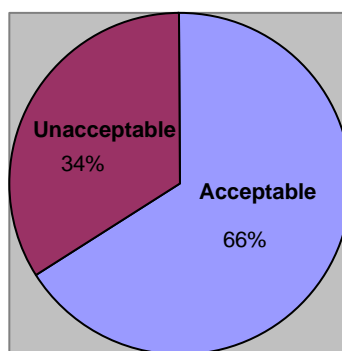
1 Scheduling of the September 2005 Plenaries

The September TSG plenaries are often held in early September. The September 2005 TSG plenaries are currently scheduled for Sept 7-15, 2005. This creates problems for the working groups. In order to give adequate time to prepare the CRs, the working group meetings must be held in mid August. This means that contributions must be prepared in early August and thus interferes with summer vacations for many working group delegates.

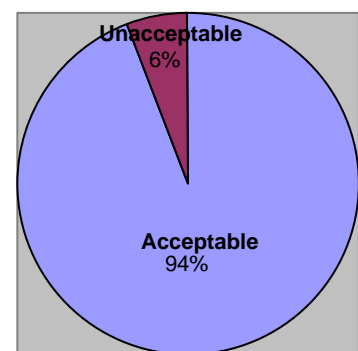
To avoid this problem it was suggested to shift the September 2005 plenaries by 1 or 2 weeks. The following were the results of the straw poll of the TSG leaders.



Sept 7-15 (current schedule)



Sept 14-22 (1 week shift)



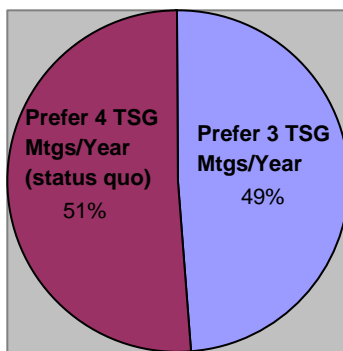
Sept 21-29 (2 week shift)

This indicates a heavy preference for the Sept 21-29 dates. However it should be noted that the Sept 21-29 dates will likely inconvenience the Asian delegates as it closely follows some holidays. This problem could potentially be alleviated by having the Sept 2005 meetings in Asia.

2 Reducing the Number of TSG Meetings

A suggestion that gets raised periodically is to reduce the total number of TSG meetings from 4/year to 3/year. The advantages are cost savings. The disadvantages are longer time between decision periods and increased problems with overlapping CRs due to less frequent updates of the specification base.

The results from the TSG leader poll is shown below:



3 vs 4 TSG Meetings/Year

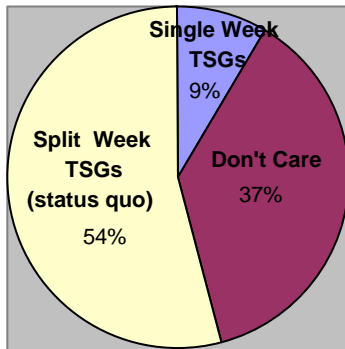
The views are fairly evenly split.

Note that this suggestion does not apply to GERAN (which currently meets 5 times/year). If a 3 meeting/year schedule were adopted RAN would likely need an additional TSG meeting in to accommodate its workload.

3 Single week TSG meetings

Another periodic suggestion is to try and compress the TSG meetings into a single week. Presumably there would be 2.5 days of CN/RAN/T followed by 2.5 days of SA. The advantages are cost savings and fewer days away from home. The disadvantages are the possibility of too little time to complete the work, insufficient time for the TSG chairs/MCC to prepare inputs for SA, and requiring two weekends for travel.

The results from the TSG leader poll is shown below:



Single vs Split Week TSGs

Note that this suggestion does not apply to GERAN (which does not meet with the other TSGs).

4 Discussion and Conclusions

1. It is recommended that the Sept 2005 plenaries be shifted to Sept 21-29. This will inconvenience fewer 3GPP delegates.
2. It is recommended that in general we try and schedule the Sept plenaries later in the month to avoid squeezing the WG schedules.
3. There is no consensus to either go to 3 meetings per year or to try and squeeze the TSG meetings into a single week. However the need for cost savings was recognized. Reductions in meetings or meeting time need to be preceded with changes in working procedures and possibly organizational structure if the work is not to suffer. This need to reduce cost must be weighed against tinkering with a "working system". No recommendation is made as to whether 3GPP should initiate work on optimizing our processes and organizational structure.