Task Forces discussed on the January 16 BG call:

1. **EPUB market needs** – new task force to examine market requirements for all publication types *email tag: [EPUB REQS]*
    a. Lead: Liisa McCloy-Kelley
    b. Members: Mateus Teixeira, Cristina Mussinelli, Leslie Hulse
2. **EPUB roadmap** – new task force, assumed to be short lived *email tag: [EPUB ROADMAP]*
    a. Lead: Rick Johnson + Luc Audrain
    b. Members: Dave Cramer, Garth Conboy, Tzviya Siegman, Julian Calderazi, RIc Wright, Mateus Teixeira, MURATA
3. **External Coordination** – task force in development (launch in Feb/March) to coordinate the activities of Publishing@W3C and the various geographic and/or segment focused bodies such as BIC, BISG, EDItEUR, EDRLab and the Italian Publishers Assn (and the French Publisher Association "Normes and Standards" group) *email tag: [EXTERNAL COORD]*
    a. Leads : Bill Kasdorf, Daihei Shiohama, Junichi Yoshii
    b. Members: Leslie Hulse, Cristina Mussinelli
4. **Best Practices** – currently exists in the CG, and to continue in its current form. (CG or BG task force?) *email tag: [BEST PRACTICES]*
    a. Rachel Comerford
    b. Members: Mateus Teixeira, Tzviya Siegman, Julian Calderazi
5. **Accessibility** – currently exists, and to continue in its current form. *email tag: [A11Y]*
    a. George Kerscher (Avneesh as alternate)
    b. Members: Cristina Mussinelli, Julian Calderazi.
6. **Synchronized Multimedia for Publications** CG – just established, and will be the location of the prior media overlay/GRIN conversation. *(TECHNICAL TASK FORCE - of CG not BG?)* *email tag: [SYNC MEDIA]*
    a. Lead: Marisa
    b. Members:

`**High-level goals for Publishing Business Group** proposed by co-chairs and team contacts - 28 December 2017

1. Broaden and grow the community of publishing stakeholders in the BG who are collaborating and communicating business/strategic requirements and vision for the future of publishing and the Web Platform.
   *2018 objectives METRICS: XX members by end 2018, Y members from EDU, Z members from Academic/Scholarly, Q members from magazines, ZZ members from comics (**ACTION**: BillM to determine current metrics)*````
2. Significantly accelerate the level and completeness of EPUB 3 adoption throughout publishing
   2018 *objectives METRICS: 1. % of EPUB 3 produced/ingested (vs. EPUB 2, vs. PDF) increasing 2. EPUB 3 current version in industry clearly understood (EPUB 3.0.2?) 3. Major RS vendors and authoring tools/workflows supporting more EPUB 3 as measured by EPUBTest etc. (**ACTION?**: BillM to investigate EPUB equivalent of "PDF Oracle" that analyzes feature usage in publications - university project?)*
3. Support and guide the ongoing development of Publishing WG, EPUB 3 CG and other publishing related capabilities in the Web Platform and ensure publishing stakeholders understand the opportunities and implications of Publishing@W3C and OWP overall (other standard bodies?).

Activities' organization proposed by George and Avneesh - 1 December 2017

Activity set 1: Governance of EPUB 3 Community Group
Objective: To help the EPUB 3 CG in prioritizing the work based on the industry requirements, keep track of the progress and act as governance body for decision making.

Decisions to be made:
- EPUB 3.1 version and decision on deprecating EPUB 3.1 in favor of EPUB 3.2,.
- Approval of ISO standardization of EPUB 3.0.1 / 3.1 / EPUB accessibility specs.
- Future of epubtest.org

Supervision of community group work:
- Best practices
- EPUBCheck development
- Next version of EPUB Accessibility Conformance & Discovery.
- ISO standardization of EPUB 3.0.1 / 3.1 / EPUB accessibility specs.
- Driving eptest.org work (after deciding the future of epubtest.org)

Activity set 2: Monitor the implementation of EPUB 3 and gather the expectations of the publishing industry.
- Surveying members
- Gathering content/implementation requirements across sectors
- Collect needs from the different market segments of the Publishing industry for the future development of new specs

Activity set 3: Expand and sustain membership
- Recruiting new members
- Welcoming to new members

Activity set 4: Marketing, promotion of W3C Publishing standards and relationship building.
- Communication outside W3C and technical world
- Accessibility
- EPUB Summits etc.
- Relationship with IMS etc.

Activity set 5: Raising resources
- Resources for EPUBCheck
- Resources for promotion activities etc.

Activity set 6: Technical coordination and collection of intelligence.
Objective: Collect the information about different technologies in and out of W3C that can influence the direction of publishing standards and provide recommendations to business group.
- Working with other parts of the W3C
- MathML/STEM
- Media Overlays
- EPUB and metadata
- Synchronizing ISO/EU standardization for EPUB and Accessibility

- Collaboration with IEEE Learning Technology Standards Committee
- Collect useful information from the Publishing industry on other web related areas of future development that may be of interest (payment, video, etc) and become the bridge of the Publishing industry with other Business group/areas of the W3C

We should be careful that actual technical work remains in working groups and community groups, and the business group remains a hub for technical coordination.

With regards
Avneesh

Potential task force groups for PBG involvement:

Task Force Topic	Champion(s)/Participants	Notes/Comments	Supports Charter Aspect(s)	Does this belong in another pub group?
Welcoming to new members	Paul B* Cristina M*	Introduce new members to the intricacies (peculiarities?) of how the W3C works	Foster participation	
Recruiting new members	Bill K (participate, not champion) Jens (participate, focus on European players)		Foster participation	
Surveying members	Cristina M*	- what are members doing now with EPUB? - where do they see themselves going? - Is it a part of their growth strategy? - what are their markets telling them?	Conduit for feedback	

Best Practices	Rachel C Mike B (participate) Liisa MK (participate) Bill K (participate) Mateus (participate)	Creating best practices for using EPUB 3 in specific use cases	Supplemental activities to support ecosystem (not directly in original charter)	Community Group
Working with other parts of the W3C	Ivan Paul B* Mike B Tzviya	- Forming a task force to interact with key W3C groups and bring recommendation s back to the BG on how we can better work with them (how do we work with the other parts of the OWP at the W3C better)	Conduit for feedback	
EPUB 3.1 version issue	Garth MURATA	Research turning 3.1 into 3.0.2 with version change, and perhaps a removal or two	Conduit for feedback (in this case to EPUB 3 CG)	
epubcheck	Tzviya	Updating for 3.1 (or renumbered 3.1 per above)		
EPUB test maintenance	George*** Ric Wright (participate) Bill K. (champion) Brian O'Leary Need a w3c rep as well	Long term viability of the test grid. Special attention to the needs of the accessibility tests Decisions on where to go next, and how to support it.		

MathML/STEM	Ivan** Tzviya Mike B	Recommendations on how to take these use cases forward (in concert with other W3C groups)		
Media Overlay/GRIN	Ivan (coordinator)	Future iterations. EPUB uses a subset of SMIL for Media Overlays, but SMIL is not (practically) implemented in browsers, so what to do?		
Accessibility	Cristina M* Luc Graham	Provide information on how Publishing Business Group and Working group are addressing the issue		
Communication outside W3C and technical world	Cristina M* Bill K (participate)	Coordinate with the W3C communication office to have a wider communication in the publishing industry on what we are doing		
ISO standardization	Luc MURATA Cristina M (participate)	Synchronizing ISO/EU standardization for EPUB and Accessibility The SC35 programme list		

EPUB and metadata	Graham Luc Brian Cristina M (participate) Dan Sanicola	Ensuring EPUB can be properly described and smoothly traded within the supply chain, with a focus on ONIX code list 196 for accessibility as well as other aspects of the metadata for EPUB 'products' that needs to be distributed through the supply chain, to libraries, etc		
Gathering content/implementation requirements across sectors	Liisa MK Robby Robson (Eduworks) Mateus (participate) Ivan (participate) Bill K (participate) Jens (participate)	Working across the various types of publishing to understand what kinds of features the content needs and what the expectations for implementation would be		
Collaboration with IEEE Learning Technology Standards Committee	Robby Robson (Eduworks)	Coordinating efforts to produce guides and conformance levels for learning applications.		

* Paul and Cristina will go with one of these depending on where others have interest
** Ivan is definitely interested in the MathML issue, but maybe a person coming from the user community would be in a better position to argue for this…
*** George's main focus is on accessibility testing

There are clear overlaps here -- two EPUBtest rows, rows on ISO standardisation and the 3.1/3.0.2 versioning that are linked