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| <b>NOTICE OF MEETING / DRAFT AGENDA<br/>CONVOCATION / PROJET D'ORDRE DU JOUR</b> |
| Date 2008-02-22 Kiyong Lee, Youngjoo Cho   |
| Reference<br><b>ISO/TC 37/SC 4 N 449</b>   |
| <b>Draft</b>   |

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| Title of / Titre du TC 37 and SC 4<br><b>Terminology and other language and content resources</b><br><b>Terminologie et autres ressources langagières et ressources de contenu</b><br>LANGUAGE RESOURCES MANAGEMENT |
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| Secretariat / Secrétariat<br><b>KATS</b>   |
| Host / Invitant<br><b>ELRA</b><br><b>NICOLETTA CALZOLARI</b><br><b>ORGANIZING CHAIR, LREC 2008</b> |

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| <b>MEETING / RÉUNION TC 37/SC 4 plenary and WGs meetings</b><br>Meeting dates / <b>2008-05-25/31</b><br>Dates de la réunion  |
| Place / Lieu<br><b>LREC Conference Site</b><br><b>Marrekech, Morocco</b><br>contact person: <a href="mailto:monica.monachini@ilc.cnr.it">monica.monachini@ilc.cnr.it</a> |

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| Secretariat / Secrétariat<br>KATS / Key-Sun Choi<br><a href="mailto:kschoi@kaist.ac.kr">kschoi@kaist.ac.kr</a><br>Laurent Romary, chair<br><a href="mailto:Laurent.Romary@loria.fr">Laurent.Romary@loria.fr</a><br>Convenors:<br>WG 1 Nancy Ide <a href="mailto:ide@cs.vassar.edu">ide@cs.vassar.edu</a><br>WG 2 Kiyong Lee <a href="mailto:klee@korea.ac.kr">klee@korea.ac.kr</a><br>WG 3 Nasredine Semmar<br><a href="mailto:nasredine.semmar@cea.fr">nasredine.semmar@cea.fr</a><br>WG 4 Nicoletta Calzolari<br><a href="mailto:glottolo@ilc.cnr.it">glottolo@ilc.cnr.it</a><br>TDG 3 Harry Bunt <a href="mailto:harry.bunt@uvt.nl">harry.bunt@uvt.nl</a><br>TDG 6 Koiti Hasida<br><a href="mailto:hasida.k@aist.go.jp">hasida.k@aist.go.jp</a><br>TFH Alex Fang <a href="mailto:acfang@cityu.edu.hk">acfang@cityu.edu.hk</a> |
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| <b>MEETING / RÉUNION</b>                             | TC 37/SC 4                     |
| <b>Meeting dates /</b><br><b>Dates de la réunion</b> | 2008-05-25/31<br>09:00 – 18:00 |

The following is a model agenda for each meeting.  
Each session is chaired by the chair or convenor of the meeting.

## AGENDA

1. Opening
2. Roll Call
3. Appointment of a person taking minutes
4. Introductory report by the secretary, convenor or project leader
5. Discussion of the issues or agendas proposed by the secretary, convenor or project leader
6. Review of the draft or comments by the secretary, convenor or project leader
7. Future activity plan: time table
8. Review of minutes
9. Adoption of resolutions