**IEEE Communications Society Standards Development Board (CSDB)**

**Approved Minutes**

Teleconference on Friday, February 3, 2012, 9:00 AM EST – 10:00 AM EST

* Kevin W. Lu (Chair) called the teleconference to order at 9:05 AM EST, and asked all participants to clearly announce their name and affiliation for the roll call and send an email to the Chair, Vice-Chair and Secretary clearly repeating such information—failure to do so could result in removing their name as a meeting attendee.
* R. Venkatesha Prasad (Secretary) conducted the roll call and established the quorum:

|  |  |  |
| --- | --- | --- |
| **Voting Members** | **Affiliation** | **Attendance** |
| Farooq Bari | AT&T | X |
| Jean-Philippe Faure | Panasonic | X |
| Nada Golmie | NIST | X |
| Hiroshi Harada | NICT | X |
| Paul Houzé | France Telecom | X |
| Glen Kramer | Broadcom | X |
| Kevin W. Lu | Ericsson | X |
| R. Venkatesha Prasad | TU Delft | X |
| Don Wright | Lexmark |  |
| **Advisers** |  |  |
| Rob Fish | NETovations | X |
| Curtis Siller | Enginnovation | X |
| **VP of Standards Activities** |  |  |
| Alex Gelman | NETovations | X |
| **SA Representatives** |  |  |
| Noelle Humenick | IEEE-SA |  |
| Joan Woolery | IEEE-SA |  |
| **Other Participants** |  |  |
| Syam Madanapalli | iRam | X |
| Edward Rashba | IEEE-SA | X |

| **Technical Committee or Subcommittee** | **Liaison** | **Affiliation** | **Attendance** |
| --- | --- | --- | --- |
| Ad Hoc & Sensor Networks | R. Venkatesha Prasad | TU Delft | X |
| Cognitive Networks | Mouli Chandramouli | Stevens |  |
| Communications & Information Security | Dhadesugoor Vaman | PVAMU |  |
| Communications Quality & Reliability | Hideaki Yoshino | NTT |  |
| Communications Software | Abdelhamid Nafaa | UCD |  |
| Communications Switching & Routing | Henry Suthon | Barrios Technology |  |
| Communications Systems Integration & Modeling | Harry (Charalabos) Skianis | U Aegean |  |
| Communication Theory | Sana Sfar | HKUST |  |
| Computer Communications | R. Venkatesha Prasad | TU Delft | X |
| Data Storage | Tiffany Jing Li | Lehigh |  |
| e-Health | Tony Lu | ITRI |  |
| High-Speed Networking | Gumaste Ashwin | IIT/MIT |  |
| Information Infrastructure & Networking | Yacine Ghamri-Doudane | ENSIIE |  |
| Internet | Periklis Chatzimisios | ATEITHE |  |
| Multimedia Communications | Stan Moyer | Global Inventures |  |
| Network Operations & Management | Marcus Brunner | NEC Europe |  |
| Optical Networking | Josué Kuri | Infinera |  |
| Power Line Communications | Haniph Latchman | U Florida |  |
| Radio Communications | George Chrisikos | Qualcomm |  |
| Satellite & Space Communications |  |  |  |
| Signal Processing & Communications Electronics | Hai Lin | OPU |  |
| Tactical Communications & Operations |  |  |  |
| Transmission, Access, & Optical Systems | Frank Effenberger | Huawei |  |
| Cable Networks & Services | Mehmet Toy | Comcast |  |
| Wireless Communications | Xuemin (Sherman) Shen | U Waterloo |  |
| Autonomic Communications | Spyros Denazis | U Patras |  |
| Integrated Fiber & Wireless Technologies | Steve Weinstein | CTTC | X |
| Green Communications and Computing | Jinsong Wu | Alcatel-Lucent |  |

* **Announcements**
1. Minutes from December 7, 2011 Meeting approved (*20111207ComSocSB-Minutes\_Draft\_0.5.doc*)

**Note**: NesCom approved the following new PARs until December 2015:

**P1903.1** Standard for Content Delivery Protocols of Next Generation Service Overlay

Network (NGSON)

**P1903.2** Standard for Service Composition Protocols of NGSON

**P1903.3** Standard for Self-Organizing Management Protocols of NGSON

**P1908.1** Virtual Keyboard Standard for Indic Languages

**P1909.1** Recommended Practice for Smart Grid Communication Equipment – Test methods and installation requirements

1. The CSSB – TC Relationship – Frequently Asked Questions (FAQ) v0.9 (*20111223FAQ\_CSSB\_TC\_Relationship\_v0.9.doc*)

**Note:** Rob will share his latest version.

1. IEEE-SA [Awards Program](http://standards.ieee.org/develop/awards/)

**Note**: There are 11 award categories. Annual nomination deadline is August 31.

1. Press Releases in January 2012:
	1. [IEEE P1901.2™ Standard for Low-Frequency, Narrowband Power Line Communications Enters Letter Balloting](http://standards.ieee.org/news/2012/p19012_ballot.html) – IEEE P1901.2 designed to support Smart Grid applications such as grid to utility meter, electric vehicle to charging station, home area networking and solar-panel communications
	2. [New IEEE P1908.1™ Working Group to Develop Virtual Keyboard Standard for Indic Languages](http://standards.ieee.org/news/2012/indic_keyboard.html) – IEEE 1908.1 aims to enable use of Indian languages on smart phones and tablet computers through touch screen interface with little or no training
	3. [IEEE Conformity Assessment Program (ICAP) to Establish Testing and Certification Program for EPON Equipment](http://standards.ieee.org/news/2012/sieponicap.html) – A Collaborative Effort by ICAP, Member Companies and Laboratories from the IEEE P1904.1™ SIEPON Working Group

**Note**: The current CSDB Policies and Procedures or P&P (Section 8.5) and SASB Operations Manual (Section 5.1.4) do not specify publicity approval processes. The publicity approval matrix and new P&P are work items in progress.

1. Webpage update:
	1. SA [eTool](https://development.standards.ieee.org/my-site/home) for myProject and [Mentor](https://mentor.ieee.org/mentor/bp/Communications_Groups)
	2. ComSoc [Eprise](http://cms.comsoc.org/eprise/main/SiteGen/Standards_Board/Content/Home.html) and [Communities](https://community.comsoc.org/user/login)

**Note**: All voting members should have access to SA Mentor for work items. All participants including TC liaisons should have access to the ComSoc Communities for uploaded CSDB documents including agenda, minutes, presentations, etc.

* **Presentation**
* “New ComSoc Standards Structure” by Alex Gelman (*Standards\_OpPlan-2012\_CSDB\_Mtg\_Feb3-2012.pptx*)

**Note**: The organization chart lists the working groups, not all the underlying projects. “Standards Development Council” in Slide 8 should be “Standards Activities Council.” CSDB participants can [click here](http://community.comsoc.org/groups/comsoc-standardization-programs-development-board-cspdb) to join the Community Website of the ComSoc Standardization Programs Development Board (CSPDB).

* **Work Items**
1. P1908.1 WG P&P by Arjuna Rao Chavala (*P1908.1 WG P&P draft 4.doc*)

**Note**: The large attendance requires an expeditious method for roll calls. P1908.1 WG will approve its new P&P before submission for CSDB approval.

1. Study Group on “Emergency Warning System (EWS)” by Syam Madanapalli, IEEE Standards Interest Group, India (*india sig emergency system.pdf*; *Notes on EWS Call 2012-01-24.docx*)

**Note**: Kevin appointed Syam to chair the EWS Study Group (SG) according to the current CSDB P&P (Section 5.3) and [IEEE-SA Study Group Guidelines](http://standards.ieee.org/develop/corpchan/studygrp.pdf) for the purpose of developing a new PAR within six months (extendable once for up to six more months). The EWS SG will make contact for TC support.

1. CSDB Publicity Approval Matrix (*CSSB Publicity Approval Matrix 2011-12-02.xls*)

**Note**: Kevin will complete the matrix for CSDB approval.

1. CSDB Policies and Procedures (*ComSoc Standards Board PnP.pdf; baseline\_sponsor.doc*)

**Note**: Rob will help develop new P&P by taking into account Joan’s comments and suggestions on the P&P (*Comments on P&Ps for new ComSoc WGs.xlsx*). The first worksheet "Observations and Recommendations" explains why CSDB should create a default WG P&P that all ComSoc WGs would use. The second worksheet "Examples" lists frequently asked questions that every new WG has that could be answered once and for all in a single common WG P&P. The IEEE-SA is about to release updated baseline Sponsor and WG P&Ps. Joan recommended CSDB to wait for the new baseline Sponsor P&P and start with that version rather than the existing P&P. Lisa Yacone, AudCom Administrator, can provide guidance on the new baseline Sponsor P&P.

1. DySPAN SC Oversight Committee

**Note**: An Executive Session (P&P Section 6.3) will decide oversight committee members.

1. CSDB Financial Model and Treasurer

**Note**: Kevin announced Farooq’s willingness to serve as Treasurer. CSDB will discuss its financial needs (e.g., meeting facilities and support, travel expenses for oversight duties) and model (e.g., base, percentage) at the next teleconference when Don can attend.

* **Other Business**

There is no other business. The Chair will conduct a poll to select the next teleconference date and time.

* **Adjourn**

Curtis moved to adjourn, Glen seconded, and no one opposed. The teleconference is adjourned at 10:17 AM EST.