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

**Approved Minutes**

Teleconference on Friday, February 24, 2012, 9:00 AM EST – 11:00 AM EST

* Kevin W. Lu (Chair) called the teleconference to order at 9:06 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 repeating such information.
* 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 |  |
| Glen Kramer | Broadcom | X |
| Kevin W. Lu |  | X |
| Ranga Rao Venkatesha Prasad (“VP”) | TU Delft | X |
| Don Wright | Lexmark | X |
| **Advisers** |  |  |
| Rob Fish | NETovations | X |
| Curtis Siller | Enginnovation | X |
| **VP of Standards Activities** |  |  |
| Alex Gelman | NETovations | X |
| **SA Representatives** |  |  |
| Lisa Perry | IEEE-SA | X |
| Joan Woolery | IEEE-SA | X |
| **Other Participants** |  |  |
|  |  |  |
|  |  |  |

| **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 | X |
| 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 | X |
| Wireless Communications | Xuemin (Sherman) Shen | U Waterloo |  |
| Autonomic Communications | Spyros Denazis | U Patras |  |
| Integrated Fiber & Wireless Technologies | Steve Weinstein | CTTC |  |
| Green Communications and Computing | Jinsong Wu  Marek Hajduczenia  Daniel Kharitonov | Alcatel-Lucent  ZTE  Juniper | X  X |

1. **Approval of the minutes from previous meeting held on February 02, 2012 at 9AM EST:**

<http://community.comsoc.org/groups/comsoc-standards-development-board-csdb>

Curtis Siller moved the motion to approve the minutes.

Glen Kramer seconded the motion.

No objections were recorded.

The minutes were approved by acclamation.

1. **Approval of the agenda:**

Filed at <http://community.comsoc.org/groups/comsoc-standards-development-board-csdb>

Don Wright moved a motion to approve the agenda.

Jean-Philippe Faure seconded the motion.

No objections were recorded.

The agenda was approved by acclamation.

1. **Approval of transferring “Future Directions for Nanonetworking” Research Project to ComSoc Standardization Program Development (CSPDB)**

Alex Gelman noted that this project inherited from CSSB was formed under the IEEE-SA Industry Connections Program. CSPDB agreed on governance of this project.

Don Wright moved a motion to approve the transfer of sponsorship.

Rob Fish seconded the motion.

No objections were recorded.

The motion passed by acclamation.

**Update**: Kevin notified Steve Bush (CSPDB Chair) on March 1 and Alex notified Jim Wendorf (SA staff for ICCom) on March 2.

1. **Approval of P1904.1 WG requested items** (Refer to the files at <http://community.comsoc.org/groups/comsoc-standards-development-board-csdb>)
2. Reaffirm the results of Executive Secretary election (siepon\_1202\_lu\_1.pdf)

Zhou Zhen from FiberHome has won the election with the following margin of votes:

Zhou Zhen: 16 votes

Jeff Stribling: 9 votes

Glen Kramer brought this result to the notice of CSDB.

Glen Kramer recused himself during the voting on P1904.1 WG related motions.

VP moved a motion to approve the result of the election and reaffirming the election of Zhou Zhen as the Executive Secretary of P1904.1 WG.

Jean-Philippe Faure seconded the motion.

No objections were recorded.

The motion passed by acclamation.

1. Approve the response (siepon\_1202\_LS\_BBF\_outgoing.pdf) to two liaison statements from the Broadband Forum (siepon\_1112\_LS\_BBF\_incoming.pdf and siepon\_1112\_LS\_BBF\_WT288\_incoming.pdf)

Mehmet Toy inquired about the policy and procedures for sharing draft standards with external organizations. Joan Woolery clarified that without agreement approved by SA, draft standards should not be shared nor made public. The drafts could be shared only with formal agreements. Further, the agreement is done on a case-by-case basis only and thus there is no single agreement that governs the sharing of the drafts.

Glen Kramer noted that there is a history of close cooperation between the P1904.1 WG and Broadband Forum. This exchange will help the development of standards. He stressed the urgent need for allowing this letter to be released. Glen Kramer proposed to approve this letter conditionally if the members of CSDB approves.

VP moved a motion “to approve siepon\_1202\_LS\_BBF\_outgoing.pdf conditioned upon the approval of IEEE-SA and it will be communicated by Joan Woolery within a few days.”

Jean-Philippe Faure seconded the motion.

No objections were recorded.

The motion passed by acclamation.

**Update**: Joan Woolery sent an email to CSDB on February 28 stating that the IEEE-SA is drafting text that describes the process for sharing drafts with external entities. Since that text is not ready and the P1904.1 WG has a deadline, the P1904.1 WG may continue sharing with Broadband Forum and ITU-T and if an agreement is needed between the P1904.1 WG and these other groups, the IEEE-SA Client Services Manager for P1904.1 (Soo Kim) will assist the WG. The IEEE-SA Staff Liaison for ComSoc will distribute the IEEE-SA process for sharing draft standards when the text is available.

1. Approve the response (siepon\_1202\_LS\_SG15\_outgoing.pdf) to a liaison statement from the ITU-T Study Group 15 (siepon\_1202\_LS\_SG15\_349\_incoming.pdf)

VP moved a motion “to approve siepon\_1202\_LS\_SG15\_outgoing.pdf conditioned upon the approval of IEEE-SA and it will be communicated by Joan Woolery within a few days.”

Jean-Philippe Faure seconded the motion.

No objections were recorded.

The motion passed by acclamation.

1. Approve the formation of the Sponsor Ballot group for P1904.1 draft standards according to P&P 7.1.1(d)

VP moved a motion to approve the formation of the ballot group.

Don Wright seconded the motion.

No objections were recorded.

The motion passed by acclamation.

1. **Discussions**
2. CSDB Financial Model and Treasurer

Alex Gelman informed that there is a need for CSDB financial model and a treasurer.

Kevin Lu appointed Farooq Bari as Treasurer of CSDB.

Joan mentioned that all Sponsors should upload L50s by March 30.

Kevin noted that DySPAN-SC has already done so and Jean-Philippe Faure will do the same for PLC-SC.

**Update**: Kevin and Farooq filled out and uploaded on March 14 the L50s for CSDB certifying no financial activities in 2011.

Alex Gelman suggested including a financial model in CSDB P&P and creating a revenue model and reimbursement model from the surcharge to be collected.

Rob Fish informed that AudCom P&P says that a sponsor can collect meeting fee.

To establish a financial model for CSDB, Kevin Lu formed an Ad Hoc Committee consisting of Farooq Bari (Chair), Kevin Lu, Don Wright, Curtis Siller, and Glen Kramer.

**Update**: The Ad Hoc Committee will hold teleconference on March 30.

1. DySPAN-SC Oversight Committee

Custis Siller mentioned that SASB has to be contacted to continue the oversight committee. CSDB has formed a new DySPAN-SC Oversight Committee consisting of Kevin Lu (Chair), Alex Gelman, and Curtis Siller.

**Update**: The first oversight action will be Kevin’s attendance of DySPAN-SC meeting on March 26-29. Subsequently an Executive Session of CSDB will take place and then a report will be given to IEEE-SASB at an Executive Session in conjunction with the SASB June 6-8 meeting.

1. **Adjourn**

Curtis Siller moved to adjourn, Farooq Bari seconded, and no one opposed. The teleconference is adjourned at 10:55 AM EST.