**IEEE Communications Society Standards Development Board (COM/SDB)**

**Minutes (draft)**

Sunday 20 May 2018, 4PM Local time

ICC, Kansas City, MO and via WebEx

1. **Call to Order**

This meeting was called to order by the Chair, Tarek El-Bawab, at 4:11 p.m. Central Daylight Time.

1. **Roll Call, Voting status of the members, and Establish Quorum**

Chair conducted the roll call. According to the table below showing the voting status, with five voting members in attendance out of nine voting members at the time the roll was called and a sixth voting member subsequently joining, quorum is achieved. Attendance total is 10.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Voting Members** | **Attendance** | **Voting Status** | **Affiliations** | **Standards Participation** |
| Tarek El-Bawab (Chair) | X | X | * Jackson State University
* Chair, IEEE COM/SDB
 | * None
 |
| Oliver Holland (Vice-Chair) | X | X | * King’s College London
* Member, IEEE COM/SDB
* Chair, IEEE COM/MobiNet Standards Committee
* Chair, IEEE DYSPAN Standards Committee
* Board Member, Whitespace alliance
 | * Chair, IEEE 1918.1
* Chair, IEEE 1900.6,
* Vice-Chair, IEEE 802.22
* Vice-Chair, IEEE 1900.1
* Vice-Chair, IEEE 1900.7
* Vice-Chair, IEEE 802.22.3
 |
| Earl McCune (Secretary) | X | X | * Professor, TU Delft
* CTO, Eridan Communications
* Member, IEEE COM/SDB
* Vice-Chair, COM/GreenICT SC
* IEEE Green-ICT Initiative Steering Committee
* SSCS representative, IEEE 5G Initiative Standards subcommittee
 | * Chair, IEEE P1923.1, P1924.1
 |
|  Alex Gelman (Treasurer) | X | X | * CTO, NETovations, LLC - consulting, no standards representation, no direct standards activities
* Chair, IEEE AccessCore-SC
* Member, IEEE CSS42 (representing ComSoc)
* Member and Acting Treasurer, IEEE COM/SDB
* Member, IEEE ComSoc Standardization Programs Development Board, primary responsibility: RRSA
* Co-Chair, Standards Working Group, IEEE 5G and Beyond Initiative
* Vice Chair, IEEE-TA SPC Subcommittee on Standards (representing ComSoc)
* Member, IEEE-TA Conferences Committee (representing IEEE-SA)
* Member of Steering committee, IEEE Communications Standards Magazine
 | * No standards participation
* No involvement with other IEEE Standards or Standards-related Activities
* No involvement with non-IEEE Standards or Standards-related Activities
 |
| Mehmet Ulema  | X | X | * Professor, Manhattan College, New York
* Member, IEEE COM/SDB
* Member, IEEE SASB
* Member, IEEE-SA RevCom
* Member, IEEE-SA AudCom
* Chair, COM/NetSoft SC
 | * Chair, IEEE 1903 NGSON WG
 |
| Jean-Philippe Faure “JP” |  | X | * CEO, Progilon (Representing Panasonic in IEEE activities)
* Chair, IEEE-SA SASB
* Member, IEEE COM/SDB
* Chair, IEEE COM/PLC
 | * Chair, IEEE P1901
* Chair P1901.3
 |
| Jaafar Elmirghani | X |  | * University of Leeds
* Member, IEEE COM/SDB
* Chair, COM/GreenICT SC
* IEEE GreenICT Initiative
 | * Chair, IEEE EEICT
* Chair, IEEE P1925.1, P1926.1, P1927.1, P1928.1, P1929.1
* Member of IEEE 1922.1, 1922.2, 1923.1, 1924.1
 |
| Zach Huhn |  | X | * Venturesmarter
* Member, IEEE COM/SDB
 | * P2784 WG Chair
 |
| Rob Fish |  | X | * President, NETovations Group, LLC
* Princeton University
* Member, IEEE COM/SDB
* President-elect and a member of the BoG of the IEEE Standards Association
 | * Chair, SC on Edge Cloud
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|  |  |  |  |  |
| **Advisory Members** |  |  |
|  |  |  |  |  |
| **Ex Officio Member** |  |  |
| Stefano Galli | X | X | * Huawei Technologies (Futurewei)
* Chair of ITU-T Q15/15 Working Group
* ComSoc VP Industry and Standards
 |  |
|  |  |  |  |  |
| **IEEE-SA Staff** |  |  |
| Jonathan Goldberg | X | - | * IEEE-SA Program Manager
 | * No standards participation
 |
| **Other Participants** |  |  |
| Peter Mueller | X |  | * IBM Research
* SDN Coordinator, ComSoc Industry Communities Board
 |  |
| Adam Greenberg | X |  | * ComSoc Technical Activities & Industry Outreach Director
 | * No standards participation
 |

1. **Approval of Agenda (DECISION)**, see attached document.
	1. **Agenda amendment: add Bylaw change on SDB membership as 8.1**
	2. **Approval:** Motion to add approved.
	3. **Agenda amendment: Add Smart Cities Working Group as 6.2**
	4. **Approval:** Motion to add approved.
	5. **Approval:** Motion to approve agenda approved.
2. **Approval of the COM/SDB Minutes of the last meeting (DECISION)**, see attached document.

Discussion – Affiliation corrections for Stefano, Tarek and Mehmet. Change Reports section to say there was no Green ICT report because Jaafar was not in attendance.

* 1. **Minutes of April meeting**: Motion to approve subject to modifications; motion approved.
	2. **Motion to amend previous minutes to reflect updated affiliations:** No second, motion withdrawn.
1. **Old and Unfinished Business**
	1. **None to report.**
2. **Reports**
	1. **Reports from ComSoc Standards Committees**
* **DySPAN** (Oliver) : See attached report; during Q and A it was noted that registration fees will probably not be collected for face-to-face meetings.
* **PLC** (JP): While not in attendance, JP provided the attached report.
* **NetSoft** (Mehmet): See attached report.
* **MobiNet** (Oliver): See attached report. Discussion of whether Frugal 5G should be stricken from future agendas since it is covered here.
* **GreenICT** (Jaafar): See attached report. Discussion of why working groups don’t have numbers; it was noted that most ComSoc-sponsored working groups do not have numbers.
* **EdgeCloud** (Rob): No report because Rob was not in attendance.
* **AccessCore** (Alex): Nothing to report.
	1. **Reports from Working Group and Study Group Chairs**
* **COM/SDB/CEA:** No report.
* **SG on Frugal 5G**: No report.
* **Smart Cities Working Group**: No report.

**6.3 Treasurer report:** Alex presented the attached report. Discussion around the “Treasury Setup and Operation” section centered on the definition of material interest versus professly interested; a desire was expressed to also support professly interested volunteers for development.

1. **P&P update discussion for COM/SDB (Current P&Ps expire end of 2018)**
	1. **Present P&P sections 1.6, 1.7. 2.0**

**Decision**: Discussion to be postponed until the June 29 meeting.

1. **New Business**
	1. **Bylaw change on SDB membership:** Board members discussed a motion to be presented to the ComSoc Board of Governors, which would revise ComSoc Bylaw 11.5.11 -- Standards Development Board membership. The motion presented to the ComSoc BoG is attached.
2. **Next Meeting: regular schedule calls for Friday 29 June, 10 AM to 11AM Eastern time**
3. **Adjournment** Motion to adjourn was seconded and meeting adjourned at 6:15 p.m. CDT