**IEEE Communications Society Standards Development Board (COM/SDB)   
Meeting Minutes  
Friday, 26 June, 2020, 2 p.m. ET  
WebEx Call**

1. Call to order at 2:05 p.m.
2. Roll call, voting status of the members, member affiliations, and establish quorum: Details are below; a quorum was present.

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| **Voting Members  (Ex Officio)** | **Attendance** | **Voting Status** | **Employer/Affiliations** | **Standards Participation** |
| Ed Tiedemann (Chair) | Present | Voting | * Qualcomm, Senior Vice-President, Engineering/Qualcomm | * Chair, IEEE COM/SDB * Chair, ComSoc Standardization Programs Development Board * Head of Qualcomm’s standards and industry organization activities * Chairman of the Board, OCF (Open Connectivity Foundation) * Member of Board, OMA (Open Mobile Alliance) * Member of Board, MFA (MulteFire Alliance) * TIA lead representative, oneM2M Steering Committee |
| John Bareham | Absent | Non-Voting |  | * Chair, IEEE CEA Working Group on Communication Electroacoustics * Member, IEEE COM/SDB |
| Jaafar Elmirghani | Present | Voting | * University of Leeds | * 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 * Member, IEEE COM/SDB * Chair, COM/GreenICT SC * PI EPSRC Terabit Optical Wireless (TOWS) project |
| Jean-Philippe Faure “JP” | Absent | Voting | * Progilon CEO / Panasonic | * Chair, IEEE P1901 * Chair, IEEE P1901a * Past Chair, IEEE-SA SASB * Member, IEEE COM/SDB * Chair, IEEE COM/PLC |
| Rob Fish | Present | Voting | * Princeton University / Self | * Chair, IEEE COM/EdgeCloud SC * Member, IEEE COM/SDB * President of the IEEE Standards Association (SA) * Chair of the SA BoG * Member, TA Comm on Standards |
| Alex Gelman | Present | Voting | * NETovations, LLC/NETovations LLC | * Chair, IEEE AccessCore-SC * Member and Treasurer, IEEE COM/SDB * Member, IEEE ComSoc Standardization Programs Development Board, * Co-Chair, Standards Working Group, Future Networks Initiative * Member, IEEE TA Committee on Standards (representing IEEE SA) * Member, IEEE TA Conferences Committee/TPIC * Chair of IEEE-CCNC Steering Committee * Vice Chair of IEEE-BlackSeaCom Steering Committee * Member of IEEE EMCC * Representative of IEEE SA to IEEE TAB * IEEE SA Vice President * IEEE Chair of Technical Innovation and Engagement SMDC |
| Oliver Holland | Absent | Voting | * Visiting Fellow, King’s College, London / Advanced Wireless Technology Group, Ltd. | * 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 * Member, IEEE COM/SDB * Member, IEEE 802.11 * Member, IEEE 802.15 * Member, IEEE 802.15.22.3 * Member, IEEE 802.24. * Chair, IEEE COM/MobiNet Standards Committee * Chair, IEEE DYSPAN Standards Committee * Board Member, Whitespace alliance |
| Mehmet Ulema | Present | Voting | * Professor, Manhattan College, New York/N.A. | * Chair, IEEE 1903 NGSON WG * Member, IEEE COM/SDB * Member, IEEE SASB * Member, IEEE-SA ICCom * Member, IEEE-SA AudCom * Chair, COM/NetSoft SC |
| **Advisory Members** | | |  |  |
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| **IEEE-SA Staff** | | |  |  |
| Jennifer Santulli | Present | N.A. | * IEEE-SA | * Project Manager, IEEE SA |
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| **Other Participants** | | |  |  |
| Vincent Chan | Present | N.A. | * MIT | * No standards participation |
| Jim Frazer | Present | N.A. | * ARC Advisory Group | * Chair, IEEE P2784 * Chair, Illuminating Engineering Society Roadway Lighting Standards Committee |
| Rodolfo Coutinho | Present | N.A., | * Concordia University | * No standards participation |
| Abd-Elhamid M. Taha | Present | N.A. | * Alfaisal University (Employer), Queen's University, Canada (Adjunct) | * No standards participation |
| Adam Greenberg | Present | N.A. | * ComSoc Technical Activities & Industry Outreach Director | * No standards participation |
| Karen Pannullo | Present | N.A. | * ComSoc Program Manager | * No standards participation |
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1. Approval of Agenda: Rob moved to approve the agenda as presented and Mehmet seconded. **MOTION PASSED. (**Note: Later in the meeting an editorial change was made to agenda item 8, Next Meeting, because it was noticed that the date was June 31 instead of July 31. The agenda is embedded below):  
   
2. Approve [May 29 meeting minutes](https://comsdb.standards.comsoc.org/files/2020/06/APPROVED_COM-SDB-minutes-052920_WITH-EMBEDDED-PDFs.docx): During review of the minutes, an amendment was made to section 5a so it reads as follows: “Jennifer confirmed that the patent policy slides and request for disclosure of patents is not required for COM/SDB or for any meeting that is not creating content for a working group.” Rob moved to approve the minutes as amended and Mehmet seconded. **MOTION PASSED**
3. Old and unfinished business  
   5.1. Continue discussion of proposals on term limits and MALs (All)  
   Mehmet noted there has been progress on the new Standards Association P&P template that would help operationalize these proposals: The Ad Hoc had its last meeting earlier in the week and is in its last phase of work, with output expected to be presented to AudCom at its next meeting (believed to be scheduled for September.) If approved at AudCom, the template goes on to SASB.

There was discussion of the baseline term limit in the template and ComSoc’s desire for a two-year limit; Mehmet noted there may be a bracket for committees to fill out on their own and that COM/SDB can recommend the length of the limit.

Ed also presented version 3 of the revised proposal discussed at previous meetings. This version changes proposal 3iii to say, “MAL of COMSDB are appointed by Comsoc president, based upon the recommendation of COMSDB Chair after consultation with COMSDB (change underlined.)

The group agreed that a more precise definition of what experience is required of a MAL is needed for 3ii. Ed took the action to follow up with Board members to collect succinct and precise language for discussion at the ComSoc BoG.

1. New business  
   6.1. SC/WG fee discussion (who charges, how much, review percentage going to COM/SDB): Not addressed.  
   6.2. Discussion of ComSoc SDB strategy: Not addressed.
2. Reports  
   7.1. Chair’s report: Ed gave a brief verbal update, noting that FiberHome is among those recently added to the U.S. Entity List. FiberHome has been active in some standards activities including in fronthaul.  
     
   7.2. Reports from ComSoc Standards Committees  
    ⚫ DySpan: No report.  
    ⚫ MobiNet: No report.  
    ⚫ PLC: No report.  
    ⚫ NetSoft: Mehmet gave the following report:  
      
    ⚫ GreenICT: Jaafar gave the following report:  
      
    ⚫ EdgeCloud: No report.  
    ⚫ AccessCore: Alex gave the following report:  
      
     
   7.3. Reports from Working Group and Study Group Chairs  
    ⚫ CEA: No report.  
     
   7.4. Treasurer report  
    ⚫ No report.
3. Next meeting: The group agreed to move the start time of the July 31 meeting to Noon EDT, and make the duration 90 minutes so it will end at 1:30 p.m. EDT. Adam took the action to send a new meeting notice.
4. Adjournment: The meeting adjourned at 3:46 p.m. EDT.