**IEEE Communications Society Standards Development Board (COM/SDB)   
Meeting Minutes  
Friday, 31 July, 2020, 12pm. ET  
WebEx Call**

1. Call to order at 12:03 p.m.
2. Roll call, voting status of the members, member affiliations, and establish quorum: Details are below; a quorum was present.
   1. Ed Tiedemann – Chair (v)
   2. John Bareham
   3. Jaafar Elmirghani (v)
   4. Jean-Philippe Faure (v)
   5. Rob Fish (v)
   6. Alex Gelman (v)
   7. Mehmet Ulema (v)
   8. Vincent Chan
   9. Rodolfo Coutinho
   10. VP Prasad
   11. Jennifer Santulli -IEEE SA Staff
   12. Karen Pannullo – IEEE ComSoc Program Manager
   13. Vinoo Mathew - IEEE ComSoc Governance Specialist
   14. Harold Tepper – IEEE ComSoc Executive Director
3. Approval of Agenda:

Ed suggested moving CEA Working Group Report after the Approval of Minutes. Jaafar moved to approve the agenda with the change and JD seconded. **MOTION PASSED.** The agenda is below:



1. Approve [June 26th meeting minutes:](https://comsdb.standards.comsoc.org/files/2020/07/DRAFT_COM-SDB-minutes-06260.docx))

Mehmet moved to approve the minutes as amended and Jaafar seconded. **MOTION PASSED**

1. Reports  
   5.1. Reports from Working Group and Study Group Chairs  
    ⚫ CEA: John reviewed the following report and the following proposed revision to PAR 269:

 

JP made a motion to approve the draft PAR269 as an active project within COM/SDB with the development work being done by the Working Group on Communications Electroacoustics (COM/SDB/CEA). Mehmet seconded. **MOTION PASSED**.

1. Old and unfinished business

6.1. Continue discussion of proposals on term limits and MALs (All)  
Ed noted and reviewed the motion he made at the BOG at Vincent’s suggestion which is attached below and was approved by ComSoc BOG on July 14, 2020:



Discussion on how and when this sentence was added to Bylaw 11.5.13 “The Vice President – Technical and Educational Activities shall be an ex-officio voting member of the Standards Development Board.”

**ACTION:**  Vinoo will pursue the history of the modifications to section 12.5.13 of the bylaws.

Mehmet asked if an ex-officio is always a voting member on all of the ComSoc boards and assemblies or if this is unique to COM-SDB.

This is not a rule for all across ComSoc boards and assemblies; however, some boards have implemented this.

Additional discussions regarding the establishment and output of an ad hoc formed by Vincent at the beginning of 2019 to look at ComSoc overall standards, including this issue.

**ACTION:** Ed and Vincent will get together to clarify the ad hoc and reestablish it to provide recommendations of proposed changes to the P&Ps and Bylaws to BOG in November.

**ACTION:**  Ed is looking for the latest Word version of P&Ps that went from COM-SDB to SA AudCom as changes were suggested by AudCom but were not incorporated into the P&Ps.

6.2. Chair’s report: No report, but Ed requested someone to handle the updating the website.

**ACTION:** Ed will meet with Jennifer to learn Imeet space.  
  
6.3. Reports from ComSoc Standards Committees  
 ⚫ DySpan: No report.  
 ⚫ MobiNet: No report.  
 ⚫ PLC: JP gave the following report:

  
 ⚫ NetSoft: No report.   
 ⚫ GreenICT: Jaafar gave the following report:  
   
 ⚫ EdgeCloud: No report.  
 ⚫ AccessCore: No report.   
  
6.4. Treasurer report  
 ⚫ No report.

1. Other Business  
   7.1. SC/WG fee discussion (who charges, how much, review percentage going to COM/SDB): Not addressed.  
   7.2. Discussion of ComSoc SDB strategy: Not addressed.
2. Next meeting: Friday, August 28th – 12:00-1:30 EDT.

**ACTION:** Karen will check with Oliver to find a timeframe that works for him and the rest of the team. Meeting will be 1 ½ hours. (Oliver confirmed he can make this time for the meeting.)

1. Adjournment: JP moved to adjourn the meet and Jaafar seconded. The meeting adjourned at 1:39 p.m. EDT.