

**IEEE COM-SDB**  
**Meeting Minutes**  
**August 25, 2023 - 9:00 - 10:30am EDT**  
**Meeting Minutes Recorded by: Karen Pannullo**

**1. Call to Order**

The meeting was called to order at 9:08am EDT by the ComSoc Standards Development Board Chair, Ed Tiedemann.

**2. Roll Call, Voting Status, Member Affiliations and Establish Quorum**

Attendees present stated their name and updated their affiliations.

<b>Voting Members (Ex Officio)</b>	<b>Attendance</b>	<b>Voting Status</b>	<b>Employer/Affiliations</b>	<b>Standards Participation (both IEEE and non-IEEE)</b>
Ed Tiedemann (Chair)	x	Voting	Qualcomm, Senior Vice-President, Engineering / Qualcomm	<ul style="list-style-type: none"> <li>● Chair, IEEE COM/SDB</li> <li>● Member of ComSoc Standardization Programs Development Board</li> <li>● Head of Qualcomm’s standards and industry organization activities</li> <li>● Member of Board, OMA (Open Mobile Alliance)</li> <li>● Member of Board, MFA (MulteFire Alliance)</li> <li>● TIA lead representative, oneM2M Steering Committee</li> <li>● Participant in ATIS Next G Alliance</li> </ul>
John Bareham		Non-Voting	Consultant	<ul style="list-style-type: none"> <li>● Chair, IEEE CEA Working Group on Communication Electroacoustics</li> </ul>
Jaafar Elmirghani	x (joined at 10:00am)	Voting	Kings College London Ultracell Networks	<ul style="list-style-type: none"> <li>● Chair, IEEE EEICT</li> <li>● Chair, IEEE P1925.1, P1926.1, P1927.1, P1928.1, P1929.1</li> <li>● Member, IEEE 1922.1, 1922.2, 1923.1, 1924.1</li> <li>● Chair, COM/GreenICT SC</li> <li>● PI EPSRC Terabit Optical Wireless (TOWS) project</li> </ul>
Jean-Philippe Faure “JP”	x	Voting	Progilon CEO / Panasonic	<ul style="list-style-type: none"> <li>● Chair, IEEE P1901</li> <li>● Chair, IEEE P1901c</li> <li>● Past Chair, IEEE-SA SASB</li> </ul>

				<ul style="list-style-type: none"> <li>● Chair, IEEE COM/PLC</li> </ul>
Rob Fish	x (left at 10:00am)	Voting	Princeton University / Self	<ul style="list-style-type: none"> <li>● Chair, IEEE Communications Society/Edge, Fog, Cloud Communications with IOT and Big Data Standards Committee (COM/EdgeCloud-SC)</li> <li>● Past President, IEEE Standards Association (SA)</li> <li>● Member, TA Committee on Standards</li> </ul>
Alex Gelman	x	Voting	NETovations, LLC	<ul style="list-style-type: none"> <li>● Chair, IEEE AccessCore-SC</li> <li>● Treasurer, IEEE COM/SDB</li> <li>● Co-Chair, Standards Working Group, Future Networks Initiative</li> <li>● Member of IEEE SA SESCom</li> <li>● Co-Chair, FDC Public Safety Technologies Standards Operations Committee</li> <li>● Vice-Chair, IEEE SA TIE SMDC</li> <li>● FDC Rep to TAB COS</li> <li>● IEEE SA Rep to MGA</li> <li>● Member, IEEE AerCom Committee</li> </ul>
Oliver Holland	x	Voting	Wipro Technologies	<ul style="list-style-type: none"> <li>● Chair, IEEE 1918.1</li> <li>● Chair, IEEE 1900.6</li> <li>● Vice-Chair, IEEE 1900.7</li> <li>● Chair, IEEE MobiNet Standards Committee</li> <li>● Chair, IEEE DYSPAN Standards Committee</li> <li>● Vice President, Standards VTS</li> <li>● Chair, IEEE VTS Standards Activities Committee</li> <li>● Member, IEEE 802.11</li> <li>● Member, IEEE 802.22</li> <li>● Member, IEEE 802.15</li> <li>● Member, IEEE 802.24</li> <li>● Board Member, Whitespace alliance</li> </ul>

Haiying Lu (John)	x	Voting	Senior Engineer, China Electronics Standardization Institute (CESI)	<ul style="list-style-type: none"> <li>● Chair, IEEE 1937.1</li> <li>● Chair, IEEE COM/AerCom Standards Committee</li> <li>● Member, IEEE AudCom (2021)</li> <li>● Member, IEEE RevCom (2022)</li> <li>● Convenor, ISO/IEC JTC1/AG19</li> <li>● Member, ISO/IEC JTC1/AG 2</li> <li>● Member, ISO/IEC JTC1/SC1 WG12</li> <li>● Co-editor, ISO 22460-2</li> <li>● Vice Chair, SAC/TC28/SC17 WG12</li> <li>● Member, SAC/TC435/SC1</li> </ul>
Mehmet Ulema		Voting	Professor, Manhattan College, New York	<ul style="list-style-type: none"> <li>● Member at Large, IEEE-SA BOG</li> <li>● Chair, COM/NetSoft SC</li> <li>● Member, ICom</li> </ul>
<b>Non-Voting Member (Ex Officio)</b>				
Wei Zhang		N.A.	Professor, School of Electrical Engineering and Telecommunications, the University of New South Wales, Sydney, Australia	<ul style="list-style-type: none"> <li>● ComSoc Vice President, Technical and Educational Activities</li> </ul>
<b>IEEE-Staff</b>				
Jennifer Santulli	x	N.A.	IEEE-SA Staff	<ul style="list-style-type: none"> <li>● Project Manager, IEEE SA</li> </ul>
Karen Pannullo	x	N.A.	IEEE ComSoc Sr. Program Manager	<ul style="list-style-type: none"> <li>● ComSoc Staff supporting COM/SDB</li> <li>● ComSoc Staff supporting Standardization Programs Development Board</li> </ul>
Cyn Sikora	x	N.A.	IEEE ComSoc Director	<ul style="list-style-type: none"> <li>● ComSoc Staff supporting COM/SDB</li> <li>● ComSoc Staff supporting Standardization Programs Development Board</li> </ul>
Harold Tepper		N.A.	IEEE ComSoc Executive Director	<ul style="list-style-type: none"> <li>● ComSoc Staff supporting COM/SDB</li> <li>● ComSoc Staff supporting Standardization Programs Development Board</li> </ul>
<b>Other Visitors:</b>				
VP Prasad	x	N.A.	TU Delft	<ul style="list-style-type: none"> <li>● Member, IEEE 1900</li> <li>● Mentor, IEEE 1918.1</li> </ul>

				<ul style="list-style-type: none"> <li>●Member 1918.1.1</li> <li>●Member, IEEE 1920</li> <li>●Member, IEEE 1931</li> <li>●TCCN</li> </ul>
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**Quorum Established** with 6/8 members present at the beginning of the meeting; and ended with 6/8 members present.

**3. Approval of the Agenda** - The agenda is online at: <https://ieeesa.imeetcentral.com/comsdb/folder/WzlwLDE2OTg4Mzc3XQ>. Motion to approve today’s meeting agenda. (Moved by Alex Gelman; Seconded by Rob Fish.) MOTION: Alex Gelman proposed to modify the agenda to move the agenda item #8 (reports) to the end of the agenda after item 11 for this meeting. The revised agenda was approved by all members.

**4. Approval of June 6, 2023 meeting minutes** (online at: <https://ieeesa.imeetcentral.com/comsdb/folder/WzlwLDE2OTg4Mzc3XQ>) Motion to approve minutes from June 6, 2023 COM-SDB meeting. (Moved by JP Faure; Seconded by Rob Fish.) The meeting minutes were approved without objection.

**5. Chair Report (Ed Tiedemann)**

- 5.1. Ed has been working with Periklis on the CSCN conference - <https://cscn2023.ieee-cscn.org/>
- 5.2. Ed has been working with IEEE on an IEEE milestone for Korea
- 5.3. Cyn Sikora announced that on October 12 (10-11:30am EDT), a meeting with the ComSoc leaders (President, President-Elect, COM-SDB Chair and SPDB Chair) and the Standards Association leaders. The agenda is being created now. Ed indicated that one topic that he planned to raise is why standards projects that seem to be within the scope of ComSoc end up being done in the CAG without ComSoc even being aware or notified of them.

**5.3.1.ACTION ITEMS:**

- 5.3.1.1. **Jennifer Santulli** will make sure that the appropriate SA leaders are engaged and invited to the meeting.
- 5.3.1.2. **Karen Pannullo** will add the agenda item to the next COM-SDB Meeting “Are there topics that should be raised to SA leadership from ComSoc” at this meeting?

**6. Communications Society – SASB Update (Jennifer Santulli)**

- 6.1. Jennifer reviewed the report - COM-SDB 20230825-014R1, which includes a few suggested revisions and is posted on iMeet at <https://ieeesa.imeetcentral.com/comsdb/folder/WzlwLDE2OTg4Mzc3XQ>.

**7. Follow up on Action Items –**

ACTION	OWNER	STATUS	COMMENTS
<b>Update Website-</b> <a href="https://comsdb.standards.comsoc.org/?_ga=2.172446627.1234345590.1645896378-736239145.1641220370">https://comsdb.standards.comsoc.org/?_ga=2.172446627.1234345590.1645896378-736239145.1641220370</a>  Once updated information for WG and Projects is received, add to meeting	Karen Pannullo/All Board Members	In Progress         Open	8/25/23 – Karen will work with Alex to make sure that AccessCore updates are complete. Updates for all WG/Projects have been received. Webmaster has all the information.  6/6/23 – Karen will work with GreenICT (Jaafar) and AccessCore

<p>agenda to determine best way to show data on the website</p> <p>Work with webmaster to update the website with inputs received so far</p>	<p>Karen Pannullo</p>	<p>Ongoing</p>	<p>(Alex) to verify all information. All other WG/Projects are updated.  4/28/23 – GreenICT needs to be updated. Oliver and Rob are reviewing to ensure accuracy.  3/24/23 – Karen provided Oliver and Rob a spreadsheet to review. All feedback will be compiled, and the website will be updated.  1/27/23 – Karen will work with Oliver and Rob to update their projects/programs.  9/23/22 – Mehmet and Alex submitted updates. Oliver’s projects are the only ones missing.  6/24/22 – Input was received from John Lu, Rob Fish and JP Faure. Karen is working with remaining project leads to update their sections.  4/22/23 – All members please update your information in the spreadsheet or send your update to Karen.  Spreadsheet location:  <a href="https://docs.google.com/spreadsheets/d/1tkjgYRGUKQBlg2HkOPs4hqFqtWP4-ed9/edit#gid=1801567277">https://docs.google.com/spreadsheets/d/1tkjgYRGUKQBlg2HkOPs4hqFqtWP4-ed9/edit#gid=1801567277</a></p>
<p>Add verbiage to OM about assigning a consistent numbering scheme and project numbers for standards in the 1900 block.</p>	<p>Mehmet Ulema</p>	<p>In Progress</p>	<p>8/25/23 – Updates continue (aligning P&amp;P and OM chapters)  6/6/23 – Alex and Mehmet are working on the updates, which are two-thirds complete. A draft will be shared with the board for approval when complete.  4/28/23 – A meeting was held to begin the updates. Mehmet and Alex are meeting again today to continue.  3/24/23 – Karen will schedule a mtg on April 11<sup>th</sup> – 1pm EDT and invite COM-SDB members.  1/27/23 – Mehmet and Alex will begin working on this.  11/18/22 – Mehmet has not been able to focus on this right now.</p>

			Alex will help but suggested that Mehmet continue to lead the effort. 9/23/22 – Mehmet will set up a date with Individuals who expressed an interest to begin updating the OM 6/24/22 – This will be addressed in September after the summer break.
P2413.1 Pursue the status  Talk to PM to get information  Follow up with JP to discuss at next meeting	JP Faure/ Mehmet Ulema  Jennifer Santulli  Karen Pannullo	Open  Open  Open	8/25/23 – Meeting is scheduled September 7 <sup>th</sup> (5:00am EDT). JP will attend. Jennifer/JP will provide a status after the meeting occurs. 6/6/23 – Nothing to report. 4/28/23 – Activity will resume soon. If no updates are available by the end of June, COM-SDB will decide next steps. 1/27/23 – CAG extended the PAR. PLC is a co-sponsor. 11/18/22 – No update provided 9/23/22 - No Update Provided
Confirm that all P&Ps contain the financial aspects for meetings.	All Standards Committee chairs	In Progress	8/25/23 – Discussed during open item 11.1. 6/6/23 – Karen to follow up 4/28/23 – Karen will send an email to remind the chairs of this action 3/24/23 - Complete for NetSoft. All chairs should provide status to Karen when complete.
Determine how to list IEEE P2048 on the COM-SDB website that we co-sponsor Determine how to list the co-sponsored projects (including sponsoring committee if run by a Working Group) on the COM-SDB website.	Ed Tiedemann  Ed Tiedemann	Complete	8/23/23 – This was added to the website at the bottom of the projects page - <a href="https://comsdb.standards.comsoc.org/projects/">https://comsdb.standards.comsoc.org/projects/</a> 6/6/23 – A section will be added to the website that lists the co-sponsored projects. 4/28/23 – Jennifer provided a list of projects that COM-SDB co-sponsors.
Please notify Ed and Karen if you are willing to assist with the ComSoc Website	All Board Members	Open	8/25/23 – No candidates 6/6/23 – No candidates 4/28/23 – No candidates

Reach out to TC Chairs to validate the COM-SDB liaisons and update COM-SDB Website	Ed/Karen	In Progress	8/23/23 – All but 3 of the TCs have responded. Karen will request the website to be updated. 6/6/23 - Ed has received responses from ½ of the TCs so far. A list of updated liaisons will be added to the website.
Invite TC liaisons to future COM-SDB meetings	Ed/Karen		

**8. Old and Unfinished Business**

- 8.1. Appointment of COM/SDB Vice Chair and Secretary (Ed Tiedemann)
  - Jaafar Elmighani has been appointed as Vice Chair.
  - “Secretary” needs to be a volunteer with staff assisting with activities.
  
- 8.2. Create and obtain approval of a slate of MALs (Ed Tiedemann)
  - Ed reached out to potential candidates.
  - **ACTION: All Board Members:** Provide suggestions to Ed for industry candidates who are involved in ComSoc Standards activities – potentially leaders of the WGs.
  
- 8.3. Wording to be added to the P&Ps for groups under COM/SDB on collecting meeting fees for the treasury.
  - **ACTION: Alex Gelman/Mehmet Ulema** to add this to the Operations Manual.

**9. Discussion on ComSoc SDB Strategy**

- We need to revive ComSoc Standards activities.

**10. New Business –**

- 10.1. How do we provide oversight on various situations within ComSoc under the rules of the Standards Association? – These functions should be done in the Standards Committees; not at the COM-SDB level.
  - 10.1.1. Inform COM/SDB of any new PARs (for information only)
  - 10.1.2. Providing new and updated P&Ps from SCs and WGs to COM/SDB for information
  - 10.1.3. Other
  
- 10.2. Announcement of Initiative moved to ComSoc and Fellow Evaluations (Alex Gelman)
  - There is an eco-system in IEEE for Emerging Technologies with a focus on standards.
  - Typically, the ComSoc directors of standards run the committees in FDC Initiatives.
  - ComSoc Standards activities need to be revitalized to include more volunteers in initiatives that moved to ComSoc – i.e., Future Networks
  - **ACTION:** Ed Tiedemann will touch base with COM-SPDB, Nada Golmie, to suggest they become more involved in the standards activities of Future Networks
  
- 10.3. IoT Standards

- Insufficient time prevented this topic to be addressed during the meeting.
- 10.4. Adjusting standards for Inclusive Language
- Insufficient time prevented this topic to be addressed during the meeting.

## 11. Reports –

### 11.1 Working Group Chair Report

- 11.1.1 **CEA** (John Bareham) – No report was submitted.

### 11.2. ComSoc Standard Committees Reports

- 11.2.1. **AerCom** (John Lu) – John submitted the report that is posted on iMeet at <https://ieeesa.imeetcentral.com/comsdb/folder/WzlwLDE2OTg4Mzc3XQ> but due to time constraints, was not reviewed during the meeting.
- 11.2.2. **DySpan** (Oliver Holland) – Oliver submitted the report that is posted on iMeet at <https://ieeesa.imeetcentral.com/comsdb/folder/WzlwLDE2OTg4Mzc3XQ> but due to time constraints, was not reviewed during the meeting..
- 11.2.3. **MobiNet** (Oliver Holland) – Oliver submitted the report that is posted on iMeet at <https://ieeesa.imeetcentral.com/comsdb/folder/WzlwLDE2OTg4Mzc3XQ> but due to time constraints, was not reviewed during the meeting..
- 11.2.4. **PLC** (JP Faure) – JP submitted the report that is posted on iMeet at <https://ieeesa.imeetcentral.com/comsdb/folder/WzlwLDE2OTg4Mzc3XQ> but due to time constraints, was not reviewed during the meeting.
- 11.2.5. **NetSoft** (Mehmet Ulema) – No report was submitted.
- 11.2.6. **GreenICT** (Jaafar Elmighani) – Jaafar submitted the report that is posted on iMeet at <https://ieeesa.imeetcentral.com/comsdb/folder/WzlwLDE2OTg4Mzc3XQ> but due to time constraints, was not reviewed during the meeting.
- 11.2.7. **EdgeCloud** (Rob Fish) – Rob submitted the report that is posted on iMeet at <https://ieeesa.imeetcentral.com/comsdb/folder/WzlwLDE2OTg4Mzc3XQ> but due to time constraints, was not reviewed during the meeting.
- 11.2.8. **AccessCore** (Alex Gelman) – Alex submitted the report that is posted on iMeet at <https://ieeesa.imeetcentral.com/comsdb/folder/WzlwLDE2OTg4Mzc3XQ> but due to time constraints, was not reviewed during the meeting.

### 11.3. Treasurer Report

- 11.3.1. **SA Financial Reporting** (Alex Gelman) – No report was submitted.

**12. Next Meeting:** Friday, September 22, 2023 – 9:00am-10:30am EDT will be rescheduled.

**ACTION: All Board Members** – please respond to doodle poll with your availability

<https://doodle.com/meeting/participate/id/ej84vL4b>



**13. Adjournment** – Meeting adjourned at 10:36 am EDT. Motion raised by JP Faure and seconded by Alex Gelman.