

**IEEE COM-SDB
Meeting Minutes
October 3, 2023 – 10:00-11:30am EDT
Meeting Minutes Recorded by: Karen Pannullo**

1. Call to Order

The meeting was called to order at 10:13am 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.

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

				Standards Committee (COM/EdgeCloud-SC) <ul style="list-style-type: none"> ● Past President, IEEE Standards Association (SA) ● Member, TA Committee on Standards
Alex Gelman	x	Voting	NETovations, LLC	<ul style="list-style-type: none"> ● Chair, IEEE AccessCore-SC ● Treasurer, IEEE COM/SDB ● Co-Chair, Standards Working Group, Future Networks Initiative ● Member of IEEE SA SESCom ● Co-Chair, FDC Public Safety Technologies Standards Operations Committee ● Vice-Chair, IEEE SA TIE SMDC ● FDC Rep to TAB COS ● IEEE SA Rep to MGA ● Member, IEEE AerCom Committee
Oliver Holland	X (Left Early)	Voting	Wipro Technologies	<ul style="list-style-type: none"> ● Chair, IEEE 1918.1 ● Chair, IEEE 1900.6 ● Vice-Chair, IEEE 1900.7 ● Chair, IEEE MobiNet Standards Committee ● Chair, IEEE DYSPAN Standards Committee ● Vice President, Standards VTS ● Chair, IEEE VTS Standards Activities Committee ● Member, IEEE 802.11 ● Member, IEEE 802.22 ● Member, IEEE 802.15 ● Member, IEEE 802.24 ● Board Member, Whitespace alliance ● Standards Liaison for ComSoc Tactile Internet TC
Haiying Lu (John)	x	Voting	Senior Engineer, China Electronics Standardization Institute (CESI)	<ul style="list-style-type: none"> ● Chair, IEEE 1937.1 ● Chair, IEEE COM/AerCom Standards Committee ● Member, IEEE AudCom (2021) ● Member, IEEE RevCom (2022) ● Convenor, ISO/IEC JTC1/AG19 ● Member, ISO/IEC JTC 1/AG 2 ● Member, ISO/IEC JTC1/SC1 WG12 ● Co-editor, ISO 22460-2 ● Vice Chair, SAC/TC28/SC17 WG12 ● Member, SAC/TC435/SC1
Mehmet Ulema	x	Voting	Professor, Manhattan College, New York	<ul style="list-style-type: none"> ● Member at Large, IEEE-SA BOG ● Chair, COM/NetSoft SC ● Member, ICom

Non-Voting Member (Ex Officio)				
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"> • ComSoc Vice President, Technical and Educational Activities
IEEE-Staff				
Jennifer Santulli	x	N.A.	IEEE-SA Staff	<ul style="list-style-type: none"> • Project Manager, IEEE SA
Karen Pannullo	x	N.A.	IEEE ComSoc Sr. Program Manager	<ul style="list-style-type: none"> • ComSoc Staff supporting COM/SDB • ComSoc Staff supporting Standardization Programs Development Board
Cyn Sikora	x	N.A.	IEEE ComSoc Director	<ul style="list-style-type: none"> • ComSoc Staff supporting COM/SDB • ComSoc Staff supporting Standardization Programs Development Board
Other Visitors:				
Jim Frazer	x	N.A.	Farafir Consulting	<ul style="list-style-type: none"> •Chair, IEEE 802.11 Wireless Next Generation Standing Committee •Chair, SAE Cellular-V2X Technical Committee •IEEE-SA Member
ComSoc TC Standards Liaisons who were present are listed at the end of the meeting minutes.				

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/WzlwLDE3MzlxODY4XQ/>. Motion to approve today's meeting agenda. (Moved by Jaafar Elmirghani; Seconded by Alex Gelman.) The agenda was approved by all members.

4. Approval of August 25, 2023 meeting minutes (online at: <https://ieeesa.imeetcentral.com/comsdb/folder/WzlwLDE2OTg4Mzc3XQ/>) Motion to approve minutes from August 25, 2023 COM-SDB meeting. (Moved by John Lu; Seconded by Jaafar Elmirghani.) The meeting minutes were approved without objection.

5. Chair Report (Ed Tiedemann)

- Ed welcomed the IEEE ComSoc Technical Committee Standards liaisons to the meeting.
- ComSoc has two boards supporting Standards.

- This board, the ComSoc Standards Development Board ([website](#)), runs under a formal set of rules governed by the IEEE Standards Association. This Board is responsible for the promotion and advancement of communications standards.
- The Standardization Programs Development Board ([website](#)) is governed by ComSoc and is responsible for launching pre-and post-standardization technical activities not restricted to those standards being developed by the IEEE.
- Please think about activities that are going on in your TC that might be amenable to developing a standard.
- TC liaisons and TC members can get involved with any projects that are underway.
- IEEE has two types of standardization projects – Entity in which corporate reps can participate and Individual in which an individual IEEE member can participate
- There is a meeting with leadership of IEEE ComSoc and the Standards Association on October 12th. Konstantinos Karachalios, IEEE Staff Managing Director of Standards, is retiring. His replacement has been announced and will hopefully attend the meeting.

6. Communications Society – SASB Update (Jennifer Santulli)

6.1. Jennifer reviewed the report - COM-SDB 20231003-014, which is posted on iMeet at <https://ieeesa.imeetcentral.com/comsdb/folder/WzlwLDE3MzlxODY4XQ/>.

- Here is a description of some of the acronyms in the report:
 - NESCom – is the IEEE New Standards Committee and made up of volunteers that review projects to ensure they fall in line with IEEE processes and the Standards Committee scope.
 - PAR – Project Authorization Request Form, is used for volunteers to submit a new standards project request. This request goes to NESCom for review.
 - REVCom – The last step of any standards project before it goes to publication. Once a draft is completed, it is submitted to REVCOM for approval.
 - AudCom - Audit Committee, reviews the Standards Committee Policy and Procedures, which are required to be reviewed and approved every 5 years.

7. Follow up on Action Items –

ACTION	OWNER	STATUS	COMMENTS
<p>Update Website- https://comsdb.standards.comsoc.org/?_ga=2.172446627.1234345590.1645896378-736239145.1641220370</p> <p>Once updated information for WG and Projects is received, add to meeting agenda to determine best way to show data on the website</p>	<p>Karen Pannullo/All Board Members</p>	<p>In Progress</p> <p>Open</p>	<p>10/3/23 – AccessCore updates were provided to webmaster to update website.</p> <p>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.</p> <p>6/6/23 – Karen will work with GreenICT (Jaafar) and AccessCore (Alex) to verify all information. All other WG/Projects are updated.</p> <p>4/28 – GreenICT needs to be updated. Oliver and Rob are reviewing to ensure accuracy.</p> <p>3/24 – Karen provided Oliver and Rob a spreadsheet to review. All feedback will be compiled, and the website will be updated.</p> <p>1/27/23 – Karen will work with Oliver and Rob to update their projects/programs.</p>

<p>Work with webmaster to update the website with inputs received so far</p>	<p>Karen Pannullo</p>	<p>Ongoing</p>	<p>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 – All members please update your information in the spreadsheet or send your update to Karen. Spreadsheet location: https://docs.google.com/spreadsheets/d/1tkjgYRGUKQBlg2HkOPs4hqFqtWP4-ed9/edit#gid=1801567277</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>Closed</p>	<p>10/3/23 – work going on to update the OM with all changes 8/25/23 – Updates continue (aligning P&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 11th – 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. 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.</p>
<p>P2413.1 Pursue the status</p>	<p>JP Faure/ Mehmet Ulema</p>	<p>Open</p>	<p>10/3/23 – meeting was held on 9/7 and working group (P2413.1 & .2) were established. Continue to follow this.</p>
<p>Talk to PM to get information</p>	<p>Jennifer Santulli</p>	<p>Open</p>	

Follow up with JP to discuss at next meeting	Karen Pannullo	Open	8/25/23 – Meeting is scheduled September 7 th (5:00am EDT). JP will attend. Jennifer/JP will provide a status after the meeting occurs. 6/6/23 – Nothing to report. 4/23/23 – 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	Closed	10/3/23 – Mehmet and Alex will add to Operations Manual 8/25/23 – Discussed during open item 11.1. 6/6/23 – Karen to follow up 4/23 – 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.
Reach out to TC Chairs to validate the COM-SDB liaisons and update COM-SDB Website	Ed Tiedemann /Karen Pannullo	Closed	10/3/23 – Website is updated. 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. TC liaisons should be invited to COM-SDB meetings in the future.
Provide COM-SOC MAL suggestions to Ed for industry candidates who are involved in ComSoc Standards activities – potentially leaders of the WGs	All Board Members	Open	
Make sure the appropriate SA leaders are engaged and invited to the meeting with ComSoc leaders and the SA leaders that is being held on October 12 (10-11:30am EDT).	Jennifer Santulli	Closed	
Think about topics that should be raised to SA leadership from ComSoc	All Board Members	Closed	

at the 10/12 ComSoc/SA leaders meeting			
Touch base with COM-SPDB, Nada Golmie, to suggest they become more involved in the standards activities of Future Networks.	Ed Tiedemann	Closed	10/3/23 – Ed had a discussion with Nada.

8. Reports –

11.1 Working Group Chair Report

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

8.2. ComSoc Standard Committees Reports

8.2.1. **AerCom** (John Lu) – John submitted and shared the report that is posted on iMeet at <https://iee-sa.imeetcentral.com/comsdb/folder/WzlwLDE3MzlxODY4XQ/>.

8.2.2. **DySpan** (Oliver Holland) – Oliver submitted the report that is posted on iMeet at <https://iee-sa.imeetcentral.com/comsdb/folder/WzlwLDE3MzlxODY4XQ/> but the report was not reviewed during the meeting since Oliver had to leave the meeting early.

8.2.3. **MobiNet** (Oliver Holland) – Oliver submitted the report that is posted on iMeet at <https://iee-sa.imeetcentral.com/comsdb/folder/WzlwLDE3MzlxODY4XQ/> but the report was not reviewed during the meeting since Oliver had to leave the meeting early.

8.2.4. **PLC** (JP Faure) – JP submitted and shared the report that is posted on iMeet at <https://iee-sa.imeetcentral.com/comsdb/folder/WzlwLDE3MzlxODY4XQ/>.

8.2.5. **NetSoft** (Mehmet Ulema) – Mehmet submitted and shared the report that is posted on iMeet at <https://iee-sa.imeetcentral.com/comsdb/folder/WzlwLDE3MzlxODY4XQ/>.

8.2.6. **GreenICT** (Jaafar Elmirghani) – Jaafar submitted and shared the report that is posted on iMeet at <https://iee-sa.imeetcentral.com/comsdb/folder/WzlwLDE3MzlxODY4XQ/>.

8.2.7. **EdgeCloud** (Rob Fish) – Rob submitted the report that is posted on iMeet at <https://iee-sa.imeetcentral.com/comsdb/folder/WzlwLDE3MzlxODY4XQ/> but the report was not reviewed during the meeting as Rob was not present.

8.2.8. **AccessCore** (Alex Gelman) – Alex submitted and shared the report that is posted on iMeet at <https://iee-sa.imeetcentral.com/comsdb/folder/WzlwLDE3MzlxODY4XQ/>.

8.3. Treasurer Report

8.3.1. **SA Financial Reporting** (Alex Gelman) – Alex submitted the report that is posted on iMeet at <https://iee-sa.imeetcentral.com/comsdb/folder/WzlwLDE3MzlxODY4XQ/> but was not reviewed due to time constraints.

9. Old and Unfinished Business

9.1. Appointment of COM/SDB Secretary (Ed Tiedemann)

- This was not discussed due to time constraints.

9.2. Create and obtain approval of a slate of MALs (Ed Tiedemann)

- This was not discussed due to time constraints.

9.3. Wording to be added to the P&Ps for groups under COM/SDB on collecting meeting fees for the treasury. This item was discussed during the Action Items section and is closed.

9.4. Discuss topics that should be raised to SA leadership from ComSoc at the 10/12 ComSoc/SA leaders meeting

- The meeting is intended for ComSoc and SA leadership to collaborate. A summary will be shared at the next COM-SDB meeting.

10. Discussion on ComSoc SDB Strategy

- We need to revive ComSoc Standards activities. More discussion on the strategy is needed.

11. New Business

11.1. IoT Standards

- This was not discussed due to time constraints.

11.2. Adjusting standards for Inclusive Language

- This was not discussed due to time constraints.

12. Next Meeting: Friday, October 27, 2023 – 9:00am-10:30am EDT

13. Adjournment – Meeting adjourned at 11:36 am EDT. Motion raised by Mehmet Ulema and seconded by Alex Gelman.

IEEE ComSoc Technical Committee Standards Liaisons

Name	Attendance	Affiliation	Standards Activities
Alharthi, Mohannad	x	King Abdulaziz University	<ul style="list-style-type: none"> • Standards Liaison of ComSoc Communications Software TC
Chang, Wo	x	Retired from NIST	<ul style="list-style-type: none"> • Standards Liaison of ComSoc Big Data TC
Chatzimisios, Periklis	x	International Hellenic University	<ul style="list-style-type: none"> • Standards Liaison of ComSoc TC on Information Infrastructure and Networking • Member of ComSoc Standardization Programs Development Board
Clemm, Alexander		Futurewei	<ul style="list-style-type: none"> • Standards Liaison of ComSoc Network Operations & Management TC • Participant in IETF standards activities
Coutinho, Rodolfo	x	Concordia University	<ul style="list-style-type: none"> • Standards Liaison of ComSoc Internet of Things, Ad Hoc and Sensor Networks TC
Dawy, Zaher			<ul style="list-style-type: none"> • Standards Liaison of ComSoc eHealth TC

Ferlin-Reiter, Simone	x	Red Hat AB and Karlstad University	<ul style="list-style-type: none"> Standards Liaison of ComSoc Internet TC
Ghosh, Amitava	x	Nokia	<ul style="list-style-type: none"> Standards Liaison of ComSoc Communication Theory TC Sr. Editor IEEE Access
Giordano, Stefano	x	University of Pisa	<ul style="list-style-type: none"> Standards Liaison of ComSoc Communications Systems Integration & Modeling TC Vice chair of ComSoc Tactile Internet TC
Jaafar, Wael		École de technologie supérieure (ÉTS), University of Quebec	<ul style="list-style-type: none"> Standards Liaison of ComSoc Satellite & Space Communications TC
Lin, Lin	x	Tongji University, China	<ul style="list-style-type: none"> Chair and Standards Liaison of ComSoc Molecular, Biological, and Multi-Scale Communications TC
Liu, Ruiqi (Richie)	x	ZTE Corporation	<ul style="list-style-type: none"> Standardization Officer for IEEE ComSoc ETI on reconfigurable intelligent surfaces (ETI-RIS) Standards Liaison for ComSoc Signal Processing and Computing for Communications Technical Committee Vice Chair of ISG RIS in the ETSI
Misra, Sudip		Indian Institute of Technology	<ul style="list-style-type: none"> Vice Chair and Standards Liaison of ComSoc Green Communications and Computing TC
Prasad, Neeli R.		SPA Solutions LLC.	<ul style="list-style-type: none"> Standards Liaison for ComSoc Communications and Information Security TC
Prasad, R. Venkatesha	x	TU Delft	<ul style="list-style-type: none"> Standards Liaison for ComSoc Cognitive Networks TC, IEEE 1918.1, IEEE 1900.x IEEE 1920.2, IEEE 1950 Member AloTI, Member One6G
Rindchen, Markus		Power Plus Communications AG	<ul style="list-style-type: none"> Vice Chair IEEE 1901 WG Vice Chair IEEE PLC-SC Vice Chair Strategy Marketing Working Group HD-PLC Alliance Member of CENELEC TC210WG11 Standards Liaison of ComSoc Power Line Communications TC
Shenoy, Nirmala	x	Rochester Institute of Technology	<ul style="list-style-type: none"> Standards Liaison of ComSoc Communications Switching and Routing (CSR-TC) Member of ComSoc Standardization Programs Development Board

Vardakas, John			<ul style="list-style-type: none"> Standards Liaison of ComSoc Communications Systems Integration & Modeling TC
Yokotani, Tetsuya		Kanazawa Institute of Technology, Japan	<ul style="list-style-type: none"> Standards Liaison of ComSoc Communications Quality and Reliability TC Member of IEEE 802, ITU-T SG15, ITU-T SG20, ITU-T FG-SMART (Conclude), ITU-T FG-DPM (Conclude), ISO/IEC JTC1/SC6, ISO/IEC JTC1/SC41
Yuan, Yifei	x	China Mobile Research Institute	<ul style="list-style-type: none"> Participant of ETSI ISG on RIS 3GPP rapporteur of 5G non-orthogonal multiple access Standards Liaison of ComSoc Wireless Communications TC
Zhang, Weiyi		AT&T	<ul style="list-style-type: none"> Standards Liaison of ComSoc Multimedia Communications TC
Zheng, Anny Xijia	x	Google LLC	<ul style="list-style-type: none"> Standards Liaison of ComSoc Optical Networking Technical Committee (ONTC)