1.   Call to Order

The meeting was called to order at 9:24 am 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	● 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	● Chair, IEEE CEA Working Group on Communication Electroacoustics
Jaafar Elmirghani	X	Voting	Kings College London Ultracell Networks	● 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"		Voting	Progilon CEO / Panasonic	● Chair, IEEE P1901 ● Chair, IEEE P1901c ● Past Chair, IEEE-SA SASB ● Chair, IEEE COM/PLC
Rob Fish	X	Voting	Princeton University / Self	● Chair, IEEE ComSoc/Edge, Fog, Cloud Communications w/IOT and Big Data

				Standards Committee (COM/EdgeCloud-SC) ● Past President, IEEE Standards Association (SA) ● Member, TA Committee on Standards
Alex Gelman		Voting	NETovations, LLC	● 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		Voting	Wipro Technologies	● 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)	● 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	● Member at Large, IEEE-SA BOG ● Chair, COM/NetSoft SC ● Member, ICCom

Non-Voting Member (Ex Officio)				
Wei Zhang		N.A.	Professor, School of Electrical Engineering and Telecommunications, the University of New South Wales, Sydney, Australia	● ComSoc Vice President, Technical and Educational Activities
IEEE-Staff				
Jennifer Santulli	X	N.A.	IEEE-SA Staff	● Project Manager, IEEE SA
Karen Pannullo		N.A.	IEEE ComSoc Sr. Program Manager	● ComSoc Staff supporting COM/SDB ● ComSoc Staff supporting Standardization Programs Development Board
Cyn Sikora	X	N.A.	IEEE ComSoc Director	● ComSoc Staff supporting COM/SDB ● ComSoc Staff supporting Standardization Programs Development Board
Other Visitors:				
Jim Lansford		N.A.	Farafir Consulting	•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 5/8 voting members present.

3.   Approval of the Agenda - The agenda is online at: https://ieee-sa.imeetcentral.com/comsdb/folder/WzIwLDE3MzUyMTMzXQ/.   Motion to approve today's meeting agenda. (Moved by Rob Fish; Seconded by Haiying John Lu.)   The agenda was approved by all members.

4.   Approval of October 3, 2023 meeting minutes (online at: https://ieee-sa.imeetcentral.com/comsdb/folder/WzIwLDE3MzIxODY4XQ)
Motion to approve minutes from October 3, 2023 COM-SDB meeting. (Moved by Jaafar Elmirghani; Seconded by Rob Fish.) The meeting minutes were approved without objection.

5.   Chair Report (Ed Tiedemann)
- Summary of Meeting with ComSoc and SA Leadership and briefly reviewed *Connectivity and Telecom Practice* presentation slides

- First Look at Entity Standards in Communication will be added to the agenda for the next COM SDB meeting as a follow up to the ComSoc / SA Leadership meeting

6. **Communications Society – SASB Update (Jennifer Santulli)**
    6.1. Jennifer reviewed the report - COM-SDB 20231027-014, which is posted on iMeet at https://ieee-sa.imeetcentral.com/comsdb/folder/WzIwLDE3MzUyMTMzXQ.
    6.2. Project documents will be provided by Jen

7. **Follow up on Action Items** –

ACTION	OWNER	STATUS	COMMENTS
Update Website- https://comsdb.standards.comsoc.org/?_ga=2.172446627.1234345590.1645896378-736239145.1641220370 Once updated information for WG and Projects is received, add to meeting agenda to determine best way to show data on the website	Karen Pannullo/All Board Members	Closed Open	10/3/23 – AccessCore updates were provided to webmaster to update website. 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 (Alex) to verify all information. All other WG/Projects are updated. 4/28 – GreenICT needs to be updated. Oliver and Rob are reviewing to ensure accuracy.
Work with webmaster to update the website with inputs received so far	Karen Pannullo	Ongoing	3/24 – 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 – 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
P2413.1 JP to give an update on the P2413 efforts going on in the CAG	JP Faure	Open	10/3/23 – meeting was held on 9/7 and working group (P2413.1 &

	Jennifer Santulli	Closed	.2) were established. Continue to follow this.
Pursue the status			8/25/23 – Meeting is scheduled
	Karen Pannullo	Closed	September 7th (5:00am EDT). JP
Talk to PM to get information			will attend. Jennifer/JP will
			provide a status after the meeting
Follow up with JP to discuss at next			occurs.
meeting			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
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	Jim Lansford has expressed his interest

8. **Reports – (Those not given at the previous meeting will be given priority)**
   11.1   Working Group Chair Report
      11.1.1 CEA (John Bareham) – No report was submitted. John was not present.

   8.2. ComSoc Standard Committees Reports
      8.2.1.**AerCom** (John Lu) – No report was submitted. John had no updates.

      8.2.2.**DySpan** (Oliver Holland) – Oliver submitted the report that is posted on iMeet at at https://ieee-sa.imeetcentral.com/comsdb/folder/WzIwLDE3MzUyMTMzXQ/.   Not presented as Oliver was not present.

      8.2.3.**MobiNet** (Oliver Holland) – Oliver submitted the report that is posted on iMeet at at https://ieee-sa.imeetcentral.com/comsdb/folder/WzIwLDE3MzUyMTMzXQ/.   Not presented as Oliver was not present.

      8.2.4.**PLC** (JP Faure) – No report was submitted. JP was not present.

      8.2.5.**NetSoft** (Mehmet Ulema) – No report was submitted. Mehmet provided a brief update.

      8.2.6.**GreenICT** (Jaafar Elmirghani) – Jaafar submitted and reviewed the report that is posted on iMeet at at https://ieee-sa.imeetcentral.com/comsdb/folder/WzIwLDE3MzUyMTMzXQ/.

      8.2.7.**EdgeCloud** (Rob Fish) – Rob submitted and reviewed the report that is posted on iMeet at at https://ieee-sa.imeetcentral.com/comsdb/folder/WzIwLDE3MzUyMTMzXQ/. Rob presented report.

8.2.8.**AccessCore** (Alex Gelman) – No report was submitted. Alex was not present.

8.3. Treasurer Report
8.3.1.**SA Financial Reporting** (Alex Gelman) – No report was submitted. Alex was not present.

9.   Old and Unfinished Business
9.1. Appointment of COM/SDB Secretary (Ed Tiedemann)
   - Ed has a couple of people who have expressed interest.

9.2. Create and obtain approval of a slate of MALs (Ed Tiedemann)
   - Jim Lansford introduced himself as a candidate for MAL.
   - VK Prasad has also expressed interest in being a candidate for MAL.

9.3. IoT Standards
   - Rob reported on the efforts in ComSoc and SA on IoT standards. John Lu has agreed to bring his IoT work into the ComSoc standards committee. Jen provided additional information on the SA efforts.
   - Relationship between CAG and ComSoc – Add agenda item to discuss relationship.
     - ACTION: JP will give an update on the P2413 efforts going on in the CAG.

9.4. Adjusting standards for Inclusive Language
   - IEEE SA has draft language that will be published to allow standards to have more inclusive language.

10. Discussion on ComSoc SDB Strategy
   - Ed led discussion on how to get more ComSoc Standards activities going. Rob recommended taking advantage of the SA funding available to support new standards efforts.

11. New Business
11.1.1.   Periklis gave a brief report on the status of the upcoming standards conference.

12. Next Meeting: The next meeting is scheduled on Friday, November 24, 2023 – 9:00am-10:30am EDT, which is the day after Thanksgiving in the US. The meeting needs to be rescheduled. Karen to send a doodle poll to find a new date.
12.1.   Item for next agenda –
12.1.1.   First Look at Entity Standards in Communication as a follow up to the ComSoc / SA Leadership meeting
12.1.2.   JP to give an update on the P2413 efforts going on in the CAG

13. Adjournment – Meeting adjourned at 10:33 am EDT. Motion raised by Rob Fish and seconded by John Lu.

IEEE ComSoc Technical Committee Standards Liaisons

Name	Attendance	Affiliation	Standards Activities

Alharthi, Mohannad		King Abdulaziz University	• Standards Liaison of ComSoc Communications Software TC
Chang, Wo		Retired from NIST	• Standards Liaison of ComSoc Big Data TC
Chatzimisios, Periklis	X	International Hellenic University	• Standards Liaison of ComSoc TC on Information Infrastructure and Networking • Member of ComSoc Standardization Programs Development Board
Clemm, Alexander	X	Futurewei	• Standards Liaison of ComSoc Network Operations & Management TC • Participant in IETF standards activities
Coutinho, Rodolfo		Concordia University	• Standards Liaison of ComSoc Internet of Things, Ad Hoc and Sensor Networks TC
Dawy, Zaher			• Standards Liaison of ComSoc eHealth TC
Ferlin-Reiter, Simone		Red Hat AB and Karlstad University	• Standards Liaison of ComSoc Internet TC
Ghosh, Amitava	X	Nokia	• Standards Liaison of ComSoc Communication Theory TC • Sr. Editor IEEE Access
Giordano, Stefano		University of Pisa	• Standards Liaison of ComSoc Communications Systems Integration & Modeling TC • Vice chair of ComSoc Tactile Internet TC
Jaafar, Wael	X	École de technologie supérieure (ÉTS), University of Quebec	• Standards Liaison of ComSoc Satellite & Space Communications TC
Lin, Lin	X	Tongji University, China	• Chair and Standards Liaison of ComSoc Molecular, Biological, and Multi-Scale Communications TC
Liu, Ruiqi (Richie)	X	ZTE Corporation	• 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	X	Indian Institute of Technology - Kharagpur	• Vice Chair and Standards Liaison of ComSoc Green Communications and Computing TC
Prasad, Neeli R.		SPA Solutions LLC.	• Standards Liaison for ComSoc Communications and Information Security TC
Prasad, R. Venkatesha	X	TUDelft	• Standards Liaison for ComSoc Cognitive Networks TC, IEEE 1918.1, IEEE 1900.x IEEE 1920.2, IEEE 1950

			• Member AIoTI, Member One6G
Rindchen, Markus		Power Plus Communications AG	• 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		Rochester Institute of Technology	• Standards Liaison of ComSoc Communications Switching and Routing (CSR-TC) • Member of ComSoc Standardization Programs Development Board
Vardakas, John	X		• Standards Liaison of ComSoc Communications Systems Integration & Modeling TC
Yokotani, Tetsuya		Kanazawa Institute of Technology, Japan	• 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		China Mobile Research Institute	• 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	• Standards Liaison of ComSoc Multimedia Communications TC
Zheng, Anny Xijia	X	Google LLC	• Standards Liaison of ComSoc Optical Networking Technical Committee (ONTC)