

IEEE COM/SDB
Meeting Minutes
April 12, 2024 – 9:00am – 11:00am EDT
Meeting Minutes Recorded by: Karen Pannullo

- 1. Call to Order**
 - The meeting was called to order at 9:03 am EDT by the ComSoc Standards Development Board Chair, Mehmet Ulema.

- 2. Roll Call, Voting Status, Member Affiliations and Establish Quorum**
 - Attendees present stated their names and updated their affiliations. (See *the list of the attendees and their voting status in Attachment II at the end of the meeting minutes.*)
 - **Quorum was established** - 5/7 voting members were present at the beginning of the meeting; rose to 6/7 during the meeting.

- 3. Approval of the Consent Agenda** - The revised agenda is online on [iMeet](#). The revised agenda and the minutes from the last meeting were approved as presented.
 - 3.1. Approval of March meeting minutes** online on [iMeet](#).
 - Raised by Rob Fish; Seconded by JP Faure

- 4. Chair Report** (Mehmet Ulema)
 - Mehmet reviewed the presentation online on [iMeet](#)
 - A new P&P baseline for all Standards Working Groups and Standards Committees will be available July 1st.
 - IEEE SA Awards deadline – July 31st
 - Call for candidates for IEEE SA Governance deadline – May 1st
 - Mehmet requested all ComSoc Standards Liaisons to update their technical committees on activities underway in COM/SDB to raise awareness and increase participation.
 - **ACTION:** Technical writers are no longer available through IEEE SA to assist with writing draft standards. Mehmet will bring this to the next Standards Board meeting.

- 5. IEEE SA Updates**
 - 5.1. SA Governance Update** (Jennifer Santulli)
 - Jennifer shared the report posted on [iMeet](#).
 - Jennifer will send emails to the standards committee members who have not completed the required IEEE Antitrust training; Jennifer asked the SC chairs to assist in getting 100% participation.

- 6. Committee Reports**
 - 6.1. Designated Standard Committee Report**
 - Green ICT - Jaafar shared and presented the Green ICT report, which is posted on [iMeet](#).
 - 6.2. Treasurer Report**
 - SA Financial Reporting (Alex Gelman) – No financial changes to report. Alex received the new credit card.

- 7. Old and Unfinished Business**
 - 7.1. Review Action Items** (recorded below in Attachment I)

7.2. Status Report Template

- Monthly reports (on the template) should be submitted by each SC at every meeting.
- Annual reports (more detailed) will be requested from one SC at every meeting.

7.3. IEEE SA Rep for 3GPP

- Anwer Al-Dulaimi shared and presented the presentation posted on [iMeet](#).
 - **MOTION:** Ask Mehmet Ulema to reach out to the SASB chair and Jodi Haasz of SA to discuss the possibility of a relationship with 3GPP and report back to COM/SDB. (Raised by Rob Fish; Seconded by Alex Gelman)
 - **DECISION:** Motion unanimously approved.
 - We could potentially request funding via ComSoc TEA funds to assist with 3GPP.
 - **ACTION:** Karen to add this to the action item list.

8. New Business

8.1. Face-to-face Meeting at ICC

- Will be held at ICC in the Capitol Room on Monday, June 10 from 11 am-1 pm (MDT - GMT-6) with an option to attend virtually. This meeting will replace the June meeting that is scheduled for June 14th.
 - **ACTION:** Karen will update the calendar invite to adjust the dates/times/location.

8.2. ComSoc Marketing Board Participation

- Should COM/SDB publish a standards digest, listing our WGs and projects, as a way to publicize and attract interest?
- **ACTION:** Mehmet will suggest to Zhi Ding that there should be representatives from both Com/SDB and SPDB on this board. If he agrees, an update to the Bylaws is required.

8.3. TCOS Seed Funding

- TCOS is soliciting proposals for TCOS seed funding (\$10K per project or \$20K if the project is focused on sustainability). SA-funded TA projects require an endorsement. SA issues a call for a proposal for standards-related activities that eventually become a standard. This funding can be used for an RSA meeting.
- **ACTION:** All SC chairs should solicit a proposal for funding for any new standardization project activities. Funding may be used to host in-person meetings/workshops organized to discuss new ideas for generating PAR.

8.4. Vitality of the SCs

- The Ops Manual (function 12) has a specific algorithm for determining the vitality of SCs. It was suggested that COM/SDB use the same algorithm.

8.5. ComSoc TEAs' funds to support TC activities including standards

- ComSoc has funding available for Technical Committees to meet to discuss standards focused on the TCs area of focus.

8.6. COM/SDB should have a standing column in the Communications Standards Magazine

9. Next Meeting: Friday, May 10, 2024, 9:00 am-11:00 am EDT

10. Adjournment: The meeting adjourned at 10:59 am EDT.

Attachment I: Action Items

ACTION	OWNER	STATUS	COMMENTS
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Update the COM/SDB Operations Manual	Mehmet Ulema/Alex Gelman	In Progress	4/12/24 – In Progress 3/8/24 – In Progress
Submit COM/SDB Financial reports as soon as the program is corrected so that COM/SDB shows up on the list	Mehmet Ulema/Alex Gelman/Jennifer Santulli	In Progress	4/12/24 – Jennifer is following up on this. 3/8/24 – COM/SDB treasurer’s account was not on the SA list.
Send Mehmet any new ideas for what COM/SDB can accomplish in 2024	All Board Members	In Progress	4/12/24 – Mehmet will present ideas at the next meeting. 3/8/24 – Some feedback has been received. Awaiting additional input.
Determine how best to proceed to address that 23 PARs are expiring at the end of the year as reported by SA	All SC Chairs	Open	4/12/24 – this is just a reminder for the SCs about their expiring PARs.
Initiate discussion and decide if 1920.1 and 1920.2 should be moved to AerCom, and whether any AerCom standards should be placed under other Standards committees or co-sponsored by two committees	John Lu/Oliver Holland / Alex Gelman / Kamesh Namuduri	Open	4/12/24 – A meeting will be held. If there is an issue, it should be brought to COM/SDB to assist.
Mehmet will communicate the decision that the board rejects PAR 3459 as it is out of scope for COM/SDB and its committees, and it should be suggested that it go to IETF	Mehmet Ulema	Closed	4/12/24 – An email was sent to inform the author.
Technical writers are no longer available through SA to assist with support for writing draft standards. Mehmet will bring this to the next Standards Board meeting.	Mehmet Ulema	New	
Reach out to the SASB chair and Jodi Haasz of SA to discuss the possibility of a relationship with 3GPP and report back to COM/SDB.	Mehmet Ulema	New	
Update the calendar invite to adjust the dates/times/ location for the June meeting.	Karen Pannullo	Complete	
Solicit a proposal for TCOS funding for any new standardization project activities.	All SC Chairs	New	

Suggest to Zhi Ding that there should be representatives from both Com/SDB and SPDB on the ComSoc Marketing Board. If he agrees, an update to the Bylaws is required.	Mehmet Ulema	New	
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Attachment II: Attendees

Voting Members (Ex Officio)	Attendance	Voting Status	Employer/ Affiliations	Standards Participation (both IEEE and non-IEEE)
Mehmet Ulema	x	Voting	Professor, Manhattan College, New York	<ul style="list-style-type: none"> Chair, IEEE COM/SDB Chair, COM/NetSoft SC Member, ICom Co-chair of Standards Working Group of Future Networks Technical Community
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 Director of Technology, Research and Innovation, Neom, Saudi Arabia	<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	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 SC Secretary of COM/SDB
Rob Fish	x	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) Past President, IEEE Standards Association (SA)
Alex Gelman	x	Voting	NETovations, LLC	<ul style="list-style-type: none"> Chair, IEEE AccessCore-SC Treasurer, IEEE COM/SDB Co-Chair of Standards Working Group of Future Networks Technical Community Member of IEEE SA SESCom

				<ul style="list-style-type: none"> ● Co-Chair, FDC Public Safety Technologies Standards Operations Committee ● FDC Rep to TAB COS ● Member, IEEE AerCom Committee ● Vice Chair of COM/SDB
Oliver Holland		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 ● Board Member, Whitespace alliance ● Standards Liaison for ComSoc Tactile Internet TC
Haiying Lu (John)	X (joined late)	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 (2024) ● Member, IEEE RevCom (2024) ● 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, IEEE SASB ● Chair, IEEE 1945
Non-Voting Member (Ex Officio)				
Ed Tiedemann	x	N.A.	Qualcomm, Senior Vice-President, Engineering / Qualcomm	<ul style="list-style-type: none"> ● Past-Chair and Advisor to IEEE COM/SDB ● Member of ComSoc Standardization Programs Development Board ● Past head of Qualcomm's standards and industry organization activities ● Chairman of Board, MFA (MultaFire Alliance) ● Participant in ATIS Next G Alliance
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

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:				
Anwer Dulaimi	x	N.A.	Veltris, Senior Strategy Manager,	<ul style="list-style-type: none"> ● Co-chair, IEEE 5G/6G Innovation Testbed ● Chair, IEEE 1932.1 ● Member, MobiNet SC ● Invited Expert, ITU SG11: Focus Group on Testbeds Federations for IMT-2020 and beyond (FG-TBFxG) to support building a PoC.

ComSoc Technical Committee (TC) Standards Liaisons:

Name	Attended	Email Address	Affiliation	ComSoc Technical Committee Represented	Standards Activities
Alharthi, Mohannad	x	malharthi1@k au.edu.sa	King Abdulaziz University	Communications Software	N/A
Chang, Wo		wchang615@ gmail.com	Retired from NIST	ComSoc Big Data	N/A
Chatzimisios, Periklis	x	pchatzimisios @ihu.gr	International Hellenic University	Information Infrastructure and Networking	<ul style="list-style-type: none"> ● Member of ComSoc Standardization Programs Development Board
Clemm, Alexander		ludwig@clem m.org	Futurewei	Network Operations & Management	<ul style="list-style-type: none"> ● Participant in IETF standards activities
Elmirghani, Jaafar			Kings College London Ultracell Networks	Transmission, Access, and Optical Systems	<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

					<ul style="list-style-type: none"> Wireless (TOWS) project
Ferlin-Reiter, Simone		simoneferlin@gmail.com	Red Hat AB and Karlstad University	Internet	N/A
Ghosh, Amitava		amitava.ghosh@nokia-bell-labs.com	Nokia	Communication Theory	<ul style="list-style-type: none"> Sr. Editor IEEE Access
Giordano, Stefano	x	stefano.giordano@unipi.it	University of Pisa	Communications Systems Integration & Modeling Internet of Sounds ETI	<ul style="list-style-type: none"> Chair of ComSoc Tactile Internet TC
Jaafar, Wael	x	wael.jaafar@etsmtl.ca	École de technologie supérieure (ÉTS), University of Quebec	Satellite & Space Communications	<ul style="list-style-type: none"> Member of P1942 Standard for massive MIMO WG
Leo, Ruiqi (Richie)	x	richie.leo@zte.com.cn	ZTE Corporation	Signal Processing and Computing for Communications	<ul style="list-style-type: none"> Standardization Officer for IEEE ComSoc ETI on reconfigurable intelligent surfaces (ETI-RIS) Vice-chair of ISG RIS in the ETSI
Misra, Sudip		sudipm@iitkgp.ac.in, sudip_misra@yahoo.com	Indian Institute of Technology	Green Communications and Computing	<ul style="list-style-type: none"> Vice-chair of ComSoc Green Communications and Computing TC
Noel, Adam		Adam.Noel@warwick.ac.uk		Molecular, Biological, and Multi-Scale Communications	<ul style="list-style-type: none"> Chair of ComSoc Molecular, Biological, and Multi-Scale Communications TC
Prasad, Neeli R.		neeliprasad@gmail.com	SPA Solutions LLC.	Communications and Information Security	N/A
Prasad, R. Venkatesha	x	r.r.venkatesha.prasad@tudelft.nl	TU Delft	Cognitive Networks	<ul style="list-style-type: none"> Member - IEEE 1918.1, IEEE 1900.x IEEE 1920.2, IEEE 1950 Member - AIoTI Member - One6G Vice Chair Mobinet SC

Rindchen, Markus		m.rindchen@ppc-ag.de	Power Plus Communication s AG	Power Line Communications	<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
Vardakas, John		jvardakas@iquadrat.com	Iquadrat Informatica, and University of Western Macedonia	Communications Systems Integration & Modeling	N/A
Yokotani, Tetsuya		yokotani@netune.kanazawa-it.ac.jp	Kanazawa Institute of Technology, Japan	Communications Quality and Reliability	<ul style="list-style-type: none"> • Member - 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		yuanyifei@chinamobile.com	China Mobile Research Institute	Wireless Communications	<ul style="list-style-type: none"> • Participant of ETSI ISG on RIS • 3GPP rapporteur of 5G non-orthogonal multiple access
Zheng, Anny Xijia		axzheng@google.com	Google LLC	Optical Networking	N/A
No Rep Reported				eHealth	
No Rep Reported				Multimedia Communications	
No Rep Reported				Communications Switching and Routing	
Mao, Bomin		maobomin@foxmail.com	Northwestern Polytechnical University, China	Internet of Things, Ad Hoc and Sensor Networks	