IEEE COM/SDB
Meeting Minutes
July 17, 2024 |11:00 am – 1:00 pm MDT | Zoom Meeting
Meeting Notes Recorded by: Karen Pannullo
DRAFT

1. Call to Order
- The meeting was called to order at 11:04 am EDT by the ComSoc Standards Development Board Chair, Mehmet Ulema.
- The agenda for today's meeting was sent out late as Mehmet was on vacation, so today's meeting is not an official meeting – no voting can be done.

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 meeting.

3. Approval of the Consent Agenda - The agenda is online on iMeet. The agenda and the minutes from the last meeting could not be approved since this meeting is not an official meeting.
3.1. Approval of June meeting minutes online on iMeet.

4. Introduction of two projects by China Telecom 'Guide for Intelligent Industrial Communication Network and System' and 'Standard for Protocol of Intelligent Industrial Data Collection Network' (Huifang Li, Rong Zhang, China Telecom Research Institute)
- Huifang and Rong joined the meeting and presented two projects. The presentations are posted on iMeet.
- **ACTIONS:**
  - **Mehmet** established a PAR group (Mehmet, JP, Alex, and John) to determine the next steps for the two proposals presented by China Telecom. If additional members want to assist, please contact Mehmet or Karen.
  - **Karen** to set up a meeting on July 26th from 9-10am EDT and invite Huifang and Rong to join.

5. Chair Report (Mehmet Ulema)
- Mehmet requested the ComSoc BoG to form an ad hoc to review ComSoc Standardization. Robert Schober asked Mehmet and Peiying to recommend members for this ad hoc committee.
  - **ACTION: Karen** will follow up with Peiying to assist if necessary.
- ComSoc is willing to fund (via surplus) some new projects in 2024 and 2025.
  - **ACTION: All COM/SDB Members**: If you have any projects that you would like to kick off, please contact Mehmet or Karen

6. IEEE SA Updates
6.1. SA Governance Update (Dalisa Gonzales)
- A report was submitted and is posted on iMeet.
  - The next NesCom meeting is scheduled for September 25th. The deadline for submissions is August 16th. The agenda currently has 8 ComSoc projects on it.
  - Links for the SASB Meeting series info are: https://standards.ieee.org/about/sasb/meetings/

https://standards.ieee.org/wp-content/uploads/import/governance/sasb/2024calendar.pdf

7.   Committee Reports
7.1.   Designated Standard Committee Report
- MobiNet – Oliver Holland shared and presented a report on MobiNet which is posted on iMeet.

7.2.   Treasurer Report
- SA Financial Reporting (Alex Gelman) – No report was presented.

7.3.   Monthly Status SC Committee Reports
- Monthly reports were received by: PLC, GreenICT, DySPAN and MobiNet and are posted on iMeet.

8.   Old and Unfinished Business
8.1.   Review Action Items (recorded below in Attachment I)
- Only a few items were reviewed in the interest of time.

9.   New Business
9.1.   No new business was reported.

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

11.   Adjournment: The meeting adjourned at 12:43 pm EDT.

Attachment I: Action Items

ACTION	OWNER	STATUS	COMMENTS
Update the COM/SDB Operations Manual	Mehmet Ulema/Alex Gelman	In Progress	6/10/24 – In Progress 5/10/24 – 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 Santori~~/Tom Thompson	In Progress	7/17/24 – Still under investigation. 6/10/24 – Tom will investigate this 5/10/24 – No Updates 4/12/24 – Jennifer is following up on this. 3/8/24 – COM/SDB treasurer's account was not on the SA list.
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	In Progress	6/10/24 – Oliver/John and Kamesh will meet to discuss this topic this week. 5/10/24 – Kamesh does not want to have any changes at this time. There have been offline discussions. Oliver will set up a meeting. 4/12/24 – A meeting will be held. If there is an issue, it should be brought to COM/SDB to assist.

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 the first week of June.	~~Mehmet Ulema~~ Tom Thompson	Open	6/10/24 – Tom Thompson will investigate this.
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	In Progress	6/10/24 – Mehmet exchanged emails with Jodi. A call will be set up.
Solicit a proposal for TCOS funding for any new standardization project.	All SC Chairs	Open	6/10/24 – This funding is available 2 times a year. 5/10/24 – Please think about soliciting funding for logistics for a workshop and brainstorming session.
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	In Progress	6/10 Mehmet and Zhi will work together on this. Peiying will be contacted about this as well. 5/10/24 – Mehmet has been exchanging emails with Zhi and will be brought to the next ComSoc Marketing Board meeting at the end of May.
Propose a standard format for the Communications Standard Magazine COM/SDB column, a proposed schedule for SCs to prepare the column, and provide a sample from the past.	Mehmet Ulema	In Progress	7/17/24 – Mehmet discussed this idea with the ComSoc Pubs VP, Octavia Dobre, at ICC in June. More to follow. 6/10/24 – Not started
Send the proposed PAR P1888.5 to Jaafar to determine if this belongs in his SC. If needed, the proposer will be asked to present at an upcoming COM/SDB meeting to bring clarity to the proposal.	Mehmet Ulema/John Lu	In Progress	7/17/24 – China Telecom presented their ideas today during the call. A sub group was established to determine next steps. 6/10/24 – Not appropriate for Jaafar's committee. John will invite the proposer to the next COM/SDB meeting to discuss this topic.

Attachment II: Attendees

Voting Members (Ex Officio)	Attendance	Voting Status	Employer/ Affiliations	Standards Participation (both IEEE and non-IEEE)
Mehmet Ulema	x	Voting	Professor Emeritus, Manhattan College, New York	• Chair, IEEE COM/SDB • Chair, COM/NetSoft SC • Member, ICCom • Co-chair of Standards Working Group of Future Networks Technical Community
John Bareham		Non-Voting	Consultant	• Chair, IEEE CEA Working Group on Communication Electroacoustics
Jaafar Elmirghani		Voting	Kings College London Ultracell Networks Director of Technology, Research and Innovation, Neom, Saudi Arabia	• 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	• Chair, IEEE P1901 • Chair, IEEE P1901c • Past Chair, IEEE-SA SASB • Chair, IEEE COM/PLC SC • Secretary of COM/SDB
Rob Fish		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)
Alex Gelman	X	Voting	NETovations, LLC	• Chair, IEEE AccessCore-SC • Treasurer, IEEE COM/SDB • Co-Chair of Standards Working Group of Future Networks Technical Community • Member of IEEE SA SESCom • 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	X	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 • 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 (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	• 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

Name	Attended	Email	Affiliation	Role	Standards Activities
					• Chairman of Board, MFA (MulteFire 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	• ComSoc Vice President, Technical and Educational Activities
IEEE Staff:					
Karen Pannullo	X	N.A.		IEEE ComSoc Sr. Program Manager	• ComSoc Staff supporting COM/SDB • ComSoc Staff supporting Standardization Programs Development Board
Cyn Sikora		N.A.		IEEE ComSoc Director	• ComSoc Staff supporting COM/SDB • ComSoc Staff supporting Standardization Programs Development Board
Tom Thompson		N.A.		IEEE SA Staff	• SA Program Manager
Dalisa Gonzalez	X	N.A.		IEEE SA Staff	• Program Coordinator, IEEE SA
Other Visitors:					
Huifang Li	X	N.A.		China Telecom	• Member, IEEE C/AISC/SPFML WG (2022) • Member, IEEE C/AISC/TFML WG (2023) • Member, IEEE C/AISC/FML-SIA WG (2024)
Rong Zhang	X	N.A.		China Telecom	• Member, OMA Always Online Infrastructure (2014) • Member, IETF RFC 7494 (2015) • Member, GSMA Personal Data Programme (2016) • Member, IETF RFC 8350 (2018)

ComSoc Technical Committee (TC) Standards Liaisons:

Name	Attended	Email Address	Affiliation	ComSoc Technical Committee Represented	Standards Activities
Alharthi, Mohannad	X	malharthi1@kau.edu.sa	King Abdulaziz University	Communications Software	N/A
Chang, Wo		wchang615@gmail.com	Retired from NIST	ComSoc Big Data	N/A
Chatzimisios, Periklis		pchatzimisios@ihu.gr	International Hellenic University	Information Infrastructure and Networking	• Member of ComSoc Standardization Programs

					Development Board
Clemm, Alexander		ludwig@clemm.org	Futurewei	Network Operations & Management	• Participant in IETF standards activities
Elmirghani, Jaafar			Kings College London Ultracell Networks	Transmission, Access, and Optical Systems	• 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
Ferlin-Reiter, Simone		simoneferlin@gmail.com	Red Hat AB and Karlstad University	Internet	N/A
Ghosh, Amitava	X	amitava.ghosh@nokia.com	Nokia	Communication Theory	• Sr. Editor IEEE Access
Giordano, Stefano	X	stefano.giordano@unipi.it	University of Pisa	Communications Systems Integration & Modeling Internet of Sounds ETI	• Chair of ComSoc Tactile Internet TC
Jaafar, Wael	X	wael.jaafar@etsmtl.ca	École de technologie supérieure (ÉTS), University of Quebec	Satellite & Space Communications	• Member of P1942 Standrdard for massive MIMO WG
Leo, Ruiqi (Richie)		richie.leo@zte.com.cn	ZTE Corporation	Signal Processing and Computing for Communications	• Standardization Officer for IEEE ComSoc ETI on reconfigurable intelligent surfaces (ETI-RIS) • Vice-chair of ISG RIS in the ETSI
Mao, Bomin		maobomin@foxmail.com	Northwestern Polytechnical University, China	Internet of Things, Ad Hoc and Sensor Networks	• N/A
Misra, Sudip		sudipm@iitkgp.ac.in, sudip_misra@yahoo.com	Indian Institute of Technology	Green Communications and Computing	• Vice-chair of ComSoc Green Communications and Computing TC

Noel, Adam		Adam.Noel@ warwick.ac.uk		Molecular, Biological, and Multi-Scale Communications	• 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		r.r.venkatesha prasad@tudel ft.nl	TUDelft	Cognitive Networks	• 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	• 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@iq uadrat.com	Iquadrat Informatica, and University of Western Macedonia	Communications Systems Integration & Modeling	N/A
Yokotani, Tetsuya		yokotani@ne ptune.kanaza wa-it.ac.jp	Kanazawa Institute of Technology, Japan	Communications Quality and Reliability	• 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@chi namobile.com	China Mobile Research Institute	Wireless Communications	• Participant of ETSI ISG on RIS • 3GPP rapporteur of 5G non-orthogonal multiple access
Zheng, Anny Xijia	X	axzheng@goo gle.com	Google LLC	Optical Networking	N/A

No Rep Reported				eHealth	
No Rep Reported				Multimedia Communications	
No Rep Reported				Communications Switching and Routing	