

IEEE COM/SDB
Meeting Minutes
October 11, 2024 | 9:00 am - 11:00 am – EDT | Zoom Meeting
Meeting Minutes Recorded by: Karen Pannullo
APPROVED

1. **Call to Order**
 - The meeting was called to order at 9:04 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.*)
 - **A Quorum was established** - 5/7 voting members were present at the meeting.

3. **Approval of the Consent Agenda** - The agenda is online on [iMeet](#).
 - **Approval of September meeting minutes** online on [iMeet](#).
 - All members approved the revised consent agenda. (Raised by John Lu; Seconded by Jaafar Elmighani)

4. **Chair Report** (Mehmet Ulema)
 - Mehmet shared the presentation posted on [iMeet](#).
 - Rong Zhang is a new board member of COM/SDB. Tom will follow up with Rong to bring her on board.
 - **ACTION:** **Karen** will invite Rong to future COM/SDB meetings
 - Mehmet reviewed the spreadsheet posted on [iMeet](#). The spreadsheet lists the ComSoc standards projects that are complete and in progress.
 - **ACTIONS:**
 - **All COM/SDB members:** For projects that are highlighted in red text or missing from the spreadsheet, please update and highlight the added details and send your updates to Mehmet and Karen.
 - **Karen** will work with the webmaster to post the spreadsheet on the COM/SDB website when it is complete.
 - We should make all standards in ComSoc starting at 1900.

- **IEEE SA Updates** (Tom Thompson)
 - October 21st is the final submission deadline for new PARs this year.
 - Extension requests have to be approved by October 29th.
 - The SA report is online on [iMeet](#).
 - **ACTION:** **Mehmet/Karen** will request COM/SDB to vote (by October 25th) on extending PAR 269.

5. **Committee Reports**
 - No Committee reports were reviewed this month.

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

 - **Monthly Status SC Committee Reports**

- Monthly reports were received by: GreenICT and is posted on [iMeet](#).
- 6. Old and Unfinished Business**
- **China Telecom Proposals – related discussion**
 - PAR P1956 will be a project within the COM/SDB and the chair will be a member of COM/SDB.
 - **Review Action Items** (recorded below in Attachment I)
 - The Action Items in Attachment I below were reviewed.
- 7. New Business**
- **Request for information for Standards Ad Hoc Committee (Alex)**
 - Based on COM/SDB’s request, an ad hoc committee was established. Within the ad hoc, 3 working groups were established. Alex is chairing one of the groups and sent an email requesting information from SCs to complete his analysis.
 - **IEEE ComSoc 5-year Society Report (Mehmet)**
 - Every 5 years, all of the IEEE societies are asked to provide a report summarizing how the society is doing and how they are complying with IEEE policies and procedures.
 - This is the first time the report includes information regarding standards.
 - Mehmet and Peiyang are working with Karen to consolidate the inputs for ComSoc Standards. Mehmet requested the SCs to provide successes and effective practices. Previous submitted best practices are posted at: <https://ta.ieee.org/operations/society-and-council-operations/society-and-council-effective-practices>
 - **ACTION: Mehmet** will create a draft of the inputs to the standards section and the success and effective practices section and will share it with the SCs.
- 8. Next Meeting:** Friday, November 8, 2024, 9:00 am - 11:00 am EDT.
- Who will be attending Globecom in December? – Mehmet requested a meeting room at Globecom to hold a COM/SDB meeting on Monday, December 9th from 2-3:30 pm (Cape Town time). An invite will be sent out when the date and time are final.
 - **ACTIONS:**
 - **Mehmet** will ask Shiwen Mao, ComSoc Director of TCs, to distribute the meeting announcement to the TCs.
 - **Mehmet** will ask Shiwen Mao for time at the next TC meeting in January to talk about standards.
- 9. Adjournment:** The meeting adjourned at 10:57am EDT.

Attachment I: Action Items

ACTION	OWNER	STATUS	COMMENTS
Update the COM/SDB Operations Manual	Mehmet Ulema/Alex Gelman	In Progress	10/11/24 – In Progress 9/13/24 – 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	Mehmet Ulema/Alex Gelman/	In Progress Closed	10/11/24 – Nothing further is needed from COM/SDB. Tom sent an email confirmation. 9/13/24 – Still under investigation

is corrected so that COM/SDB shows up on the list	Jennifer Santori/Tom Thompson		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 / Ongoing Closed	10/11/24 – Based on the email exchange, 1920.1 will stay in MobiNet and 1920.2 is under VTS. This will be revisited when 1920.2 is published. 9/13/24 – A meeting was held. Kamesh still does not want any changes at this time. Another meeting should be held to discuss further actions. 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 Closed	10/11/24 – There is not a list of technical writers available through IEEE SA. 9/13/24 – Karen will send a reminder to Tom 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 Closed	10/11/24 – Procedurally, we cannot assign a representative to 3GPP. 9/13/24 – Mehmet will see Jodi in a few weeks and will discuss this further. Mehmet will report at the October meeting. 6/10/24 – Mehmet exchanged emails with Jodi. A call will be set up.
Write an email to Anwar reporting the conclusion of the 3GPP request	Mehmet Ulema	New	
Solicit a proposal for TCOS funding for any new standardization project.	All SC Chairs	Open/ Ongoing	10/11/24 – Encourage SCs to request funding from TCOS (RSA for new project, workshop, etc.) 9/13/24 – This funding is available throughout the year. This should be publicized to the TC liaisons to start standardization activities (workshops, meetings). More information: https://ta.ieee.org/operations/standards-activities/tab-committee-on-standards-seed-funding-opportunities

			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.
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	10/11/24 – Mehmet/Alex will write the first article which can be used as a template going forward for the other SCs to use. 9/13/24 – An option has been added to SA membership renewals that offer members an option to receive Communications Magazine. Mehmet will propose a standard format for the board. 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
If you have any projects that you would like to kick off with funding from ComSoc, please contact Mehmet or Karen	All COM/SDB Members	Ongoing	10/11/24 – Nothing new to report. 9/13/24 – This will be ongoing and will be kept on the action item list as a reminder.
Ask Shiwen Mao, ComSoc Director of TCs, to distribute the COM/SDB meeting at Globecom to the TCs for their attendance.	Mehmet Ulema	New	
Ask Shiwen Mao for time at the next TC meeting in January to talk about standards.	Mehmet Ulema	New	

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	<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	<ul style="list-style-type: none"> Chair, IEEE EEICT

			Director of Technology, Research and Innovation, Neom, Saudi Arabia	<ul style="list-style-type: none"> ● 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	<ul style="list-style-type: none"> ● Chair, IEEE P1901 ● Past Chair, IEEE-SA SASB ● Chair, IEEE COM/PLC SC ● Secretary of COM/SDB
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) ● Past President, IEEE Standards Association (SA) ● Member, IEEE SA Strategic and Emerging Standards Committee (SESCoM) ● Chair, IEEE ComSoc Standardization Activities Ad Hoc Committee
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 ● 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	<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	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		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 (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	<ul style="list-style-type: none"> ● ComSoc Vice President, Technical and Educational Activities
IEEE Staff:				
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 ● ComSoc Staff supporting ComSoc Standardization Activities Ad Hoc Committee
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
Tom Thompson	X	N.A.	IEEE SA Staff	<ul style="list-style-type: none"> ● SA Program Manager
Dalisa Gonzalez		N.A.	IEEE SA Staff	<ul style="list-style-type: none"> ● Program Coordinator, IEEE SA
Other Visitors:				

ComSoc Technical Committee (TC) Standards Liaisons:

Name	Attended	Email Address	Affiliation	ComSoc Technical Committee Represented	Standards Activities
Alharthi, Mohannad		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	<ul style="list-style-type: none"> Member of ComSoc Standardization Programs Development Board
Clemm, Alexander		ludwig@clemm.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 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	<ul style="list-style-type: none"> Sr. Editor IEEE Access
Giordano, Stefano		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		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)		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) <ul style="list-style-type: none"> Vice-chair of ISG RIS in the ETSI
Mao, Bomin	X	maobomin@foxmail.com	Northwestern Polytechnical University, China	Internet of Things, Ad Hoc and Sensor Networks	<ul style="list-style-type: none"> N/A
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	X	adam.noel@mun.ca		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		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 - AIoT 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@neptune.kanazawa-it.ac.jp	Kanazawa Institute of	Communications Quality and Reliability	<ul style="list-style-type: none"> Member - IEEE 802, ITU-T SG15, ITU-T SG20, ITU-T FG-

			Technology, Japan		SMART (Conclude), ITU-T FG-DPM (Conclude), ISO/IEC JTC1/SC6, ISO/IEC JTC1/SC41
Yuan, Yifei		yuanyifei@china mobile.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@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	