

IEEE Com/SDB
Meeting Minutes
November 8, 2024 | 9:00 am – 11:00 am EST | Zoom Meeting
Meeting Minutes Recorded by: Karen Pannullo
APPROVED

1. Call to Order

- The meeting was called to order at 9:05 am EST 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. 6/8 voting members were present at the meeting.

3. Approval of the Consent Agenda – The agenda is online on [iMeet](#).

- Approval of October meeting minutes online on [iMeet](#).
- All members approved the revised consent agenda (Raised by John Lu; Seconded by Rob Fish)

4. Chair Report (Mehmet Ulema)

- Mehmet shared a presentation he presented to the ComSoc TEA Council. It is posted on [iMeet](#).
 - **ACTION: All Board Members**, please provide comments to Mehmet.
- Mehmet and Peiyong prepared a draft of the Standards section of the IEEE SCRC 5-year ComSoc Society review and submitted it to Wei Zhang. Standards is a new section of this document.
 - **ACTIONS: Karen** will share the standards section with the board. **Board Members**, please respond to Mehmet with comments.
- Publicity opportunities for COM/SDB
 - There are many opportunities to publicize and highlight the activities in the IEEE ComSoc Standards Magazine.
 - **ACTION: Mehmet** will ask the Standards Magazine EIC to join an upcoming COM/SDB meeting.
 - ComSoc has a digest and will provide Mehmet with a template for COM/SDB to provide content for a Standards Digest.

5. IEEE SA Update (Tom Thompson)

- Tom shared the SA report that is posted online on [iMeet](#).
- **ACTION: Tom** will send the SC Chairs the PARs that are on the December NesCom agenda that require SC action. This action is required by December 6, 2024.
- All PARs need to be submitted by December 20th for inclusion on the January agenda.

6. Committee Reports

6.1. Designated Standard Committee Report

- Edge Cloud – Rob Fish
 - Rob shared an update with COM/SDB. His presentation is posted on [iMeet](#).

6.2. Treasurer Report

- SA Financial Reporting – Alex Gelman
 - Nothing new to report.

7. Old Business

7.1. PAR 269 Extension – Results of Vote

- This was unanimously approved by COM/SDB. It is also approved by SASB already.

7.2. Review ComSoc SCRC 5-year Report Submission for Standards

- This was reviewed as part of the Chair's Report.

7.3. Actions Items

- The Action Items in Attachment I below were reviewed.

8. New Business

8.1. Low Altitude Economy (including Drones)

- A short discussion was held during the meeting, but it was determined that the discussion should be completed via email and offline discussions, including .

9. **Next Meeting:** Monday, December 9, 2024 – 4:00-5:30pm (Capetown, South Africa Time; 9:00-10:30am EST)

- **ACTION:** Karen will send out an updated calendar invite.

10. **Adjournment:** The meeting adjourned at 10:33am EST.

ATTACHMENT I – Action Items

ACTION	OWNER	STATUS	COMMENTS
Update the COM/SDB Operations Manual	Mehmet Ulema/Alex Gelman	In Progress	<p>11/8/24 – In Progress</p> <p>10/11/24 – In Progress</p> <p>9/13/24 – In Progress</p> <p>6/10/24 – In Progress</p> <p>5/10/24 – In Progress</p> <p>4/12/24 – In Progress</p> <p>3/8/24 – In Progress</p>
Write an email to Anwar reporting the conclusion of the 3GPP request	Mehmet Ulema	Complete	<p>11/8/24 – Mehmet communicated with Anwar.</p>
Solicit a proposal for TCOS funding for any new standardization project.	All SC Chairs	Open/ Ongoing	<p>11/8/24 - Ongoing</p> <p>10/11/24 – Encourage SCs to request funding from TCOS (RSA for new project, workshop, etc.)</p> <p>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</p> <p>6/10/24 – This funding is available 2 times a year.</p> <p>5/10/24 – Please think about soliciting funding for logistics for a workshop and brainstorming session.</p>
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	<p>11/8/24 - Ongoing</p> <p>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.</p> <p>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.</p> <p>7/17/24 – Mehmet discussed this idea with the ComSoc Pubs VP, Octavia Dobre, at ICC in June. More to follow.</p> <p>6/10/24 – Not started</p>
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	<p>11/8/24 – ComSoc TEA has funding for TCs for their activities, including standards.</p> <p>10/11/24 – Nothing new to report.</p>

			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 Technical Committees Board, to distribute the COM/SDB meeting at Globecom to the TCs for their attendance.	Mehmet Ulema	In Progress	11/8/24 – In progress
Ask Shiwen Mao for time at the next TC meeting in January to talk about standards.	Mehmet Ulema	In Progress	11/8/24 – In progress
For projects that are highlighted in red text or missing from the spreadsheet posted on iMeet , please update and highlight the added details and send your updates to Mehmet and Karen	All Com/SDB Members	In Progress	11/8/24 – Mehmet has a new version of the spreadsheet that is posted on iMeet. Karen will share it with the members.
Work with the webmaster to post the spreadsheet on the COM/SDB website when it is complete	Karen	New	11/8/24 – Will complete when AI above is complete

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		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 ● 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) ● 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

				<ul style="list-style-type: none"> ● 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
Rong Zhang	X	Voting	China Telecom Research Institute	<ul style="list-style-type: none"> ● Member, IETF RFC 7494 IEEE 802.11 Medium Access Control (MAC) Profile for Control and Provisioning of Wireless Access Points (CAPWAP), 2013-2015 ● Member, IETF RFC 8350 Alternate Tunnel Encapsulation for Data Frames in Control and Provisioning of Wireless Access Points (CAPWAP), 2013-2018 ● Member, GSMA Personal Data Programme, 2015-2016 ● Member, OMA Always Online Infrastructure, 2013-2014
Non-Voting Member (Ex Officio)				
Ed Tiedemann	X	N.A.	Qualcomm, Senior Vice-President,	<ul style="list-style-type: none"> ● Past-Chair and Advisor to IEEE COM/SDB

			Engineering / Qualcomm	<ul style="list-style-type: none"> 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		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	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)		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
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		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	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, P1955 Member - AloTI 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@iqquadrat.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 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	