

**IEEE-SA STANDARDS BOARD MEETING**  
**MINUTES**  
**11 September 2009**  
**IEEE Operations Center, Piscataway, New Jersey, USA**  
**8:30 a.m. – 3:00 p.m.**

**Attendance:**

**Chair:**

Bob Grow

**Vice Chair:**

Tom Prevost

**Past Chair:**

Steve Mills

**Secretary:**

Judith Gorman

**Members:**

John Barr

Karen Bartleson

Victor Berman

Ted Burse

Dick DeBlasio

Andy Drozd

Mark Epstein

Alex Gelman

Jim Hughes

Rich Hulett

John Kulick

David Law

Ted Olsen

Ron Petersen

Narayanan Ramachandran

Jon Rosdahl

Sam Sciacca

Howard Wolfman, TAB Representative

Joseph Koepfinger, Member Emeritus

Michael Janezic, NIST Representative

Satish Aggarwal, NRC Representative

**Members Absent:**

Young Kyun Kim

Glenn Parsons

**Staff:**

Bill Ash  
Kim Breitfelder  
Matt Ceglia  
Terry deCourcelle  
Rona Gertz  
Jodi Haasz  
Mary Ellen Hanntz  
Yvette HoSang  
Noelle Humenick  
Karen Kenney  
Soo Kim  
Mike Kipness  
Bob LaBelle  
Karen McCabe  
Mary Lynne Nielsen  
Moirra Patterson  
James Prendergast  
Dave Ringle, Recording Secretary  
Rudi Schubert  
Jennie Steinhagen  
Susan Tatiner  
Cherry Tom  
Jerry Walker  
Lisa Yacone

**Guests:**

Clint Chaplin  
Wael Diab  
Paul Houzé (via phone)  
Mark Klerer  
Bruce Kraemer  
Hung Ling  
Paul Nikolich  
Adrian Stephens  
Claire Topp, Legal Counsel  
Jim Wendorf

**1 Call to Order**

Chair Grow called the meeting to order at 8:30 a.m. There was a round of introductions by all present.

**2 Agenda****2.1 Approval of [Agenda](#)**

The following item was added to the agenda:

10.2 Distinguished Service Award – Olsen

There was a motion to approve the agenda, as amended. The motion was approved.

2.2 Consent Agenda  
2.2.1 AudCom Recommendations

Accepted (*standards work authorized*):

- SCC4 – Electrical Insulation

Remain Visibly Under Development (*standards work authorized*):

- EMB/11073 – Engineering in Medicine and Biology
- IM – Instrumentation and Measurement
- NPS – Nuclear and Plasma Sciences
- RS – Reliability
- SCC18 – National Fire Protection Association Standards

2.2.2 NesCom Recommendations

Withdrawal Requests

*IEEE Industry Applications Society/Petroleum & Chemical Industry*

**P45**

Recommended Practice for Electrical Installations on Shipboard

***Recommendation: Approve PAR withdrawal at the request of Sponsor***

*IEEE Power & Energy Society/Surge Protective Devices/High Voltage*

**PC62.21.1**

Recommended Practice for the Application of Surge Voltage Protective Equipment on AC Rotating Machinery Rated 1 kV to 30 kV, Generators and Single-Turn Coil Motors

***Recommendation: Approve PAR withdrawal at the request of Sponsor***

Modified PARs

*IEEE Computer Society/Local and Metropolitan Area Networks*

**P802.1AR**

Standard for Local and Metropolitan Area Networks - Secure Device Identity

***Recommendation: Approve modified PAR until December 2009***

*IEEE Computer Society/Software & Systems Engineering Standards Committee*

**P730**

Standard for Software Quality Assurance

***Recommendation: Approve modified PAR until December 2011***

**P15289**

Standard for Systems and Software Engineering - Content of Life Cycle Information Products (Documentation)

***Recommendation: Approve modified PAR until December 2011***

*IEEE Nanotechnology Council/Standards Committee*

**P1784**

Large Scale Manufacturing of Nanotechnologies

***Recommendation: Approve modified PAR until December 2012***

*IEEE Power & Energy Society/Electric Machinery*

**P433**

Recommended Practice for Insulation Testing of AC Electric Machinery with High Voltage at Very Low Frequency

***Recommendation: Approve modified PAR until December 2009***

*IEEE Power & Energy Society/Surge Protective Devices/High Voltage*

**PC62.82.1**

Standard for Insulation Coordination - Definitions, Principles, and Rules

***Recommendation: Approve modified PAR until December 2009***

*IEEE Power & Energy Society/Transformers*

**PC57.12.10**

Standard Requirements for Liquid-Immersed Power Transformers

***Recommendation: Approve modified PAR until December 2009***

Extension Requests

*IEEE Computer Society/Local and Metropolitan Area Networks*

**P802.1aq**

IEEE Standard for Local and Metropolitan Area Networks: Virtual Bridged Local Area Networks - Amendment 8: Shortest Path Bridging

***Recommendation: Approve request for an extension until December 2011***

**P802.3at**

IEEE Standard for Information Technology Telecommunications and Information Exchange Between Systems Local and Metropolitan Area Networks Specific Requirements Part 3: Carrier Sense Multiple Access with Collision Detection (CSMA/CD) Access Method and Physical Layer Specifications Amendment: Data Terminal Equipment (DTE) Power Via the Media Dependent Interface (MDI) Enhancements

***Recommendation: Approve request for an extension until December 2010***

*IEEE Computer Society/Test Technology*

**P1581**

Standard for Static Component Interconnection Test Protocol and Architecture

***Recommendation: Approve request for an extension until December 2010***

*IEEE Communications Society/Standards Committee*

**P1901**

Standard for Broadband over Power Line Networks: Medium Access Control and Physical Layer Specifications

***Recommendation: Approve request for an extension until December 2011***

*IEEE Nuclear and Plasma Sciences Society/Nuclear Instruments and Detectors*

**P325**

Standard Test Procedures for Germanium Gamma-Ray Detectors Used in Analog and Digital Signal Processing Systems

***Recommendation: Approve request for an extension until December 2010***

*IEEE Power & Energy Society/Nuclear Power Engineering*

**P1682**

Standard for Qualifying Fiber Optic Cables, Connections, and Optical Fiber Splices for Use in Safety Systems of Nuclear Power Generating Stations

***Recommendation: Approve request for an extension until December 2011***

*IEEE Power & Energy Society/Surge Protective Devices/High Voltage*

**PC62.23**

Application Guide for Surge Protection of Electric Generating Plants

***Recommendation: Approve request for an extension until December 2011***

**PC62.82.1**

Standard for Insulation Coordination - Definitions, Principles, and Rules

***Recommendation: Approve request for an extension until December 2010***

**PC62.92.4**

Guide for the Application of Neutral Grounding in Electrical Utility Systems, Part IV – Distribution

***Recommendation: Approve request for an extension until December 2011***

*IEEE Power & Energy Society/Substations*

**P1676**

Guide for Control Architecture for High Power Electronics (1 MW and Greater) Used in Electric Power Transmission and Distribution Systems

***Recommendation: Approve request for an extension until December 2011***

*IEEE Power & Energy Society/Transformers*

**PC57.12.10**

Standard Requirements for Liquid-Immersed Power Transformers

***Recommendation: Approve request for an extension until December 2010***

New PARs

*IEEE Aerospace and Electronic Systems Society/Gyro Accelerometer Panel*

**P671-1985/Cor 1**

IEEE Standard Specification Format Guide and Test Procedure for Nongyroscopic Inertial Angular Sensors: Jerk, Acceleration, Velocity, and Displacement - Corrigendum 1: 4.7.2.6 Short-Term Stability and Annex A Sensor Dynamic Block Diagrams

***Recommendation: Approve new PAR until December 2013***

*IEEE Computer Society/Environmental Assessment Standards Committee*

**P1680.2**

Standard for Environmental Assessment of Imaging Equipment

***Recommendation: Approve new PAR until December 2013***

**P1680.3**

Standard for Environmental Assessment of Televisions

***Recommendation: Approve new PAR until December 2013***

*IEEE Computer Society/Local and Metropolitan Area Networks*

**P802.1Qbc**

IEEE Standard for Local and Metropolitan Area Networks---Virtual Bridged Local Area Networks

Amendment: Provider Bridging - Remote Customer Service Interfaces

***Recommendation: Approve new PAR until December 2013***

**P802.1Qbe**

IEEE Standard for Local and Metropolitan Area Networks---Virtual Bridged Local Area Networks

Amendment: Multiple Backbone Service Instance Identifier (I-SID) Registration Protocol (MIRP)

***Recommendation: Approve new PAR until December 2013***

**P802.1Qbf**

IEEE Standard for Local and Metropolitan Area Networks---Virtual Bridged Local Area Networks

Amendment: Provider Backbone Bridge Traffic Engineering (PBB-TE) Infrastructure Segment Protection

***Recommendation: Approve new PAR until December 2013***

*IEEE Computer Society/Learning Technology*

**P1484.13.2**

Recommended Practice for Learning Technology - Metadata Encoding and Transmission Standard (METS)

Mapping to the Conceptual Model for Resource Aggregation

***Recommendation: Approve new PAR until December 2013***

**P1484.13.3**

Recommended Practice for Learning Technology - ISO 21000-2:2005 Information Technology --

Multimedia Framework (MPEG-21) -- Part 2: Digital Item Declaration Mapping to the Conceptual Model for Resource Aggregation

***Recommendation: Approve new PAR until December 2013***

**P1484.13.4**

Recommended Practice for Learning Technology - IMS Content Packaging Information Model (CP)

Version 1.2 - Mapping to the Conceptual Model for Resource Aggregation

***Recommendation: Approve new PAR until December 2013***

**P1484.13.5**

Recommended Practice for Learning Technology - IETF RFC 4287 - Atom Syndication Format - Mapping to the Conceptual Model for Resource Aggregation

***Recommendation: Approve new PAR until December 2013***

**P1484.13.6**

Recommended Practice for Learning Technology - Open Archives Initiative Object Reuse and Exchange

Abstract Model (OAI-ORE) - Mapping to the Conceptual Model for Resource Aggregation

***Recommendation: Approve new PAR until December 2013***

*IEEE Computer Society/Microprocessor Standards Committee*

**P1722.1**

Standard for Standard Device Discovery, Connection Management and Control Protocol for IEEE 1722 Based Devices

***Recommendation: Approve new PAR until December 2013***

*IEEE Computer Society/Software & Systems Engineering Standards Committee*

**P26512**

Standard for Software and Systems Engineering -- Requirements for Acquirers and Suppliers of User Documentation

***Recommendation: Approve new PAR until December 2013***

**P26513**

Standard for Systems and Software Engineering - Requirements for Testers and Reviewers of User Documentation

***Recommendation: Approve new PAR until December 2013***

**P26514**

Standard for Systems and Software Engineering - Requirements for Designers and Developers of User Documentation

***Recommendation: Approve new PAR until December 2013***

*IEEE Industry Applications Society/Petroleum & Chemical Industry*

**P45.7**

Recommended Practice for Electrical Installations on Shipboard – Switchboards

***Recommendation: Approve new PAR until December 2013***

**P60092-510**

Electrical Installations in Ships - Part 510: High Voltage Shore Connection Systems (HVSC)

***Recommendation: Approve new PAR until December 2013***

*IEEE Industry Applications Society/Power Systems Engineering*

**P1668**

Recommended Practice for Voltage Sag and Interruption Ride-Through Testing for End Use Electrical Equipment Less than 1,000 Volts

***Recommendation: Approve new PAR until December 2013***

*IEEE Power & Energy Society/Substations*

**P1613a**

IEEE Standard Environmental and Testing Requirements for Communications Networking Devices Installed in Electric Power Substations - Amendment: Additions of Definitions, DC Power Supply Requirements, History, and Testing Comments

***Recommendation: Approve new PAR until December 2013***

*IEEE Power & Energy Society/Transmission and Distribution*

**P1808**

Guide for Collecting and Managing Transmission Line Inspection and Maintenance Data

***Recommendation: Approve new PAR until December 2013***

*IEEE-SASB Coordinating Committees/SCC39 - International Committee on Electromagnetic Safety*

**PC95.1-2345**

Standard for the Evaluation and Control of Personnel Exposure to Electric, Magnetic and Electromagnetic Fields, 0 Hz to 300 GHz

**Recommendation: Approve new PAR until December 2013**

*IEEE-SASB Coordinating Committees/SCC40 - Earth Observation*

**P1809**

Guide for Electric-Sourced Transportation Infrastructure

**Recommendation: Understanding that Tom Field is the working group chair, Approve new PAR until December 2013, contingent upon the working group information being filled in under 3.1**

PARs for the Revision of Standards

*IEEE Antennas and Propagation Society/Antennas*

**P145**

Standard Definitions of Terms for Antennas

**Recommendation: Approve PAR for the revision of a standard until December 2013**

*IEEE Computer Society/Design Automation*

**P1801**

Standard for Design and Verification of Low Power Integrated Circuits

**Recommendation: Approve PAR for the revision of a standard until December 2013**

*IEEE Computer Society/Information Assurance*

**P1619**

Standard for Cryptographic Protection of Data on Block-Oriented Storage Devices

**Recommendation: Approve PAR for the revision of a standard until December 2013**

*IEEE Computer Society/Test Technology*

**P1149.6**

Standard for Boundary-Scan Testing of Advanced Digital Networks

**Recommendation: Approve PAR for the revision of a standard until December 2013**

*IEEE Industry Applications Society/Petroleum & Chemical Industry*

**P45**

Recommended Practice for Electrical Installations on Ships

**Recommendation: Approve PAR for the revision of a standard until December 2013**

*IEEE Power & Energy Society/Surge Protective Devices/High Voltage*

**PC62.92.2**

Guide for the Application of Neutral Grounding In Electrical Utility Systems Part II - Synchronous Generator Systems

**Recommendation: Approve PAR for the revision of a standard until December 2013**

*IEEE Power & Energy Society/Switchgear*

**PC37.121**

Guide for Switchgear - Unit Substation – Requirements

**Recommendation: Approve PAR for the revision of a standard until December 2013**

2.2.3 RevCom Recommendations

## **NEW**

**P802.3at/D4.2 (C/LM) Standard for Information Technology - Telecommunications and Information Exchange Between Systems – Local and Metropolitan Area Networks - Specific Requirements Part 3: Carrier Sense Multiple Access with Collision Detection (CSMA/CD) Access Method and Physical Layer Specifications Amendment: Data Terminal Equipment (DTE) Power via the Media Dependent Interface (MDI) Enhancements**

Recommendation: Conditionally approve  
David Law recused himself from this vote.

There was a motion to recommend approval contingent on the approval of P802.3bc.

**P802.3av/D3.4 (C/LM) Standard for Information Technology - Telecommunications and Information Exchange Between Systems - Local and Metropolitan Area Networks - Specific Requirements Part 3: Carrier Sense Multiple Access with Collision Detection (CSMA/CD) Access Method and Physical Layer Specifications Amendment: Physical Layer Specifications and Management Parameters for 10Gb/s Passive Optical Networks**

Recommendation: APPROVE  
David Law recused himself from this vote.

**P802.3bc/D3.1 (C/LM) Standard for Information Technology - Telecommunications and Information Exchange Between Systems - Local and Metropolitan Area Networks - Specific Requirements Part 3: Carrier Sense Multiple Access with Collision Detection (CSMA/CD) Access Method and Physical Layer Specifications - Amendment: Ethernet Organizationally Specific Type, Length, Values (TLVs)**

Recommendation: APPROVE  
Wael Diab and David Law recused themselves from this vote.

**P802.11n/D11.0 (C/LM) Standard for Local and Metropolitan Area Networks - Part 11: Wireless LAN Medium Access Control (MAC) and Physical Layer (PHY) Amendment: Enhancements for Higher Throughput**

Recommendation: Conditionally approve  
Jon Rosdahl recused himself from this vote.

There was a motion to recommend to approve contingent on the approval of P802.11w and to notify the SASB of IP questions raised by balloters.

**P802.11w/D11.0 (C/LM) Standard for Local and Metropolitan Area Networks - Part 11: Wireless LAN Medium Access Control (MAC) and Physical Layer (PHY) Amendment: Protected Management Frames**

Recommendation: APPROVE

**P802.15.3c/D13 (C/LM) Standard for Information Technology - Telecommunications and Information Exchange Between Systems - Local and Metropolitan Area Networks - Specific Requirements - Part 15.3: Wireless Medium Access Control (MAC) and Physical Layer (PHY) Specifications for High Rate Wireless**

Personal Area Networks (WPANs): Amendment 2: Millimeter-Wave Based Alternative Physical Layer Extension

Recommendation: APPROVE

**P1137-1991/Cor1/D2** (PE/PSC) Guide for the Implementation of Inductive Coordination Mitigation Techniques and Application – Corrigendum 1

Recommendation: APPROVE

**P1657/D29** (PE/SB) Recommended Practice for Personnel Qualifications for Installation and Maintenance of Stationary Batteries

Recommendation: Conditionally approve [yes = 10; no = 1 (Sciacca); abstain = 1]

There was a motion to recommend approval conditional on legal counsel being satisfied with the draft.

**P1665/D15** (PE/EM) Guide for the Rewind of Synchronous Generators, 50 and 60 Hz, Rated 1 MVA and Above

Recommendation: APPROVE [yes = 11; no = 0; abstain = 1]

**P1671.1/D4** (SCC20) Trial-Use Standard for Automatic Test Markup Language (ATML) for Exchanging Automatic Test Equipment and Test Information via XML: Exchanging Test Descriptions

Recommendation: APPROVE

**P1698/D1.4** (VT/RT) Guide for the Calculation of Braking Distances for Rail Transit Vehicles

Recommendation: APPROVE

**PC37.06/D11** (PE/SWG) Standard for AC High-Voltage Circuit Breakers Rated on a Symmetrical Current Basis - Preferred Ratings and Related Required Capabilities for Voltages above 1000 Volts

Recommendation: APPROVE

**PC37.233/D3.2** (PE/PSR) Guide for Power System Protection Testing

Recommendation: APPROVE

**PC37.234/D9.10** (PE/PSR) Guide for Protective Relay Applications to Power System Buses

Recommendation: APPROVE

**PC57.12.38/D6.4** (PE/TR) Standard for Padmounted Type, Self-Cooled, Single Phase Distribution Transformers; High Voltage, 34 500 GrdY/19 920 Volts and Below, Low Voltage, 240/120 Volts; 167 kVA and Smaller

Recommendation: APPROVE [yes = 11; no = 1 (Barber); abstain = 0]

**PC135.62/D9 (PE/T&D) Standard for Zinc-Coated Forged Anchor Shackles**

Recommendation: APPROVE [yes = 11; no = 0; abstain = 1]

**REVISION**

**P603/D2 (PE/NPE) Standard Criteria for Safety Systems for Nuclear Power Generating Stations**

Recommendation: APPROVE [yes = 10; no = 2 (Chaplin recorded); abstain = 0]

**P802.1AB/D6.0 (C/LM) Standard for Local and Metropolitan Area Networks - Station and Media Access Control Connectivity Discovery**

Recommendation: APPROVE

**P1068/DB2 (IAS/PCI) Standard for the Repair and Rewinding of AC Electric Motors in the Petroleum, Chemical and Process Industries**

Recommendation: Disapprove

There was a motion to recommend disapproval; the Sponsor is to reconsider the responses to all comments that were passed on to staff due to RevCom Convention #2 and recirculate as necessary. Sam Sciacca was assigned as mentor.

**P1138/D14.0 (PE/PSC) Standard for Testing and Performance for Optical Ground Wire (OPGW) for Use on Electric Utility Power Lines**

Recommendation: APPROVE

**P1534/D4.0 (PE/SUB + PE/T&D) Recommended Practice for Specifying Thyristor-Controlled Series Capacitors**

Recommendation: APPROVE

**PC57.13.5/D6 (PE/TR) Standard of Performance and Test Requirements for Instrument Transformers of a Nominal System Voltage of 115 kV and Above**

Recommendation: APPROVE

**PC57.15/D8.6 (PE/TR) Standard Requirements, Terminology, and Test Code for Step-Voltage Regulators**

Recommendation: APPROVE

**PC62.64 /D15 (PE/SPDLV) Standard Specifications for Surge Protectors Used in Low-Voltage Data, Communications, and Signaling Circuits**

Recommendation: APPROVE

## **REAFFIRMATION**

**344-2004** (PE/NPE) IEEE Recommended Practice for Seismic Qualification of Class 1E Equipment for Nuclear Power Generating Stations

Recommendation: APPROVE

**522-2004** (PE/EM) IEEE Guide for Testing Turn Insulation on Form-Wound Stator Coils for Alternating-Current Rotating Electric Machines

Recommendation: APPROVE

**951-1996** (PE/T&D) IEEE Guide to the Assembly and Erection of Metal Transmission Structures

Recommendation: APPROVE

**1043-1996 (R2003)** (DEI/SC) IEEE Recommended Practice for Voltage-Endurance Testing of Form-Wound Bars and Coils

Recommendation: APPROVE

**1175.3-2004** (C/S2ESC) IEEE Standard for CASE Tool Interconnections - Reference Model for Specifying Software Behavior

Recommendation: APPROVE

**1394.1-2004** (C/MS) IEEE Standard for High Performance Serial Bus Bridges

Recommendation: APPROVE

**1474.1-2004** (VT/RT) IEEE Standard for Communications-Based Train Control (CBTC) Performance and Functional Requirements

Recommendation: APPROVE

**1484.11.2-2003** (C/LT) IEEE Standard for Learning Technology - ECMAScript Application Programming Interface for Content to Runtime Services Communication

Recommendation: APPROVE

**1531-2003** (PE/T&D) IEEE Guide for Application and Specification of Harmonic Filters

Recommendation: APPROVE

**C37.114-2004** (PE/PSR) IEEE Guide for Determining Fault Location on AC Transmission and Distribution Lines

Recommendation: APPROVE [yes = 7; no = 3; abstain = 1 (Drozd)]

## 5-YEAR LIST

### PE/ED&PG

**122-1991 (R2003)** IEEE Recommended Practice for Functional and Performance Characteristics of Control Systems for Steam Turbine-Generator Units

*Sponsor states that they have appointed coordinators for reaffirming 665, 505, and 122. They should be initiating work in MyProject any day now. It looks like we will let 502 be withdrawn.*

Recommendation: Extend until December 2010.

**502-1985 (R1998)** IEEE Guide for Protection, Interlocking, and Control of Fossil-Fueled Unit-Connected Steam Stations

*Sponsor states that they have appointed coordinators for reaffirming 665, 505, and 122. They should be initiating work in MyProject any day now. It looks like we will let 502 be withdrawn.*

Recommendation: Administrative withdrawal.

**505-1977 (R2001)** IEEE Standard Nomenclature for Generating Station Electric Power Systems

*Sponsor states that they have appointed coordinators for reaffirming 665, 505, and 122. They should be initiating work in MyProject any day now. It looks like we will let 502 be withdrawn.*

Recommendation: Extend until December 2010.

**665-1995 (R2001)** IEEE Guide for Generating Station Grounding

*Sponsor states that they have appointed coordinators for reaffirming 665, 505, and 122. They should be initiating work in MyProject any day now. It looks like we will let 502 be withdrawn.*

Recommendation: Extend until December 2010.

### PE/T&D

**1124-2003** IEEE Guide for Analysis and Definition of DC Side Harmonic Performance of HVDC Transmission Systems

*Sponsor states that these standards were discussed at the HVDC and FACTS subcommittee meeting of the T&D Committee at the PES general meeting and it has been agreed to initiate the reaffirmation process. We expect to do this shortly and complete balloting by the end of this year. The T&D Committee requests that these two standards not be withdrawn at the September RevCom meeting.*

Recommendation: Extend until December 2010.

**1204-1997 (R2003)** IEEE Guide for Planning DC Links Terminating at AC Locations Having Low Short-Circuit Capacities

*Sponsor states that these standards were discussed at the HVDC and FACTS subcommittee meeting of the T&D Committee at the PES general meeting and it has been agreed to initiate the reaffirmation process. We expect to do this shortly and complete balloting by the end of this year. The T&D Committee requests that these two standards not be withdrawn at the September RevCom meeting.*

Recommendation: Extend until December 2010.

#### 2.2.4 Request for Approval of 3 Invited Experts for PC95.3.1

Dr. Joseph Bowman, NIOSH  
Josette Gallant, Industry Canada

Dr. Asher Sheppard, Asher Sheppard Consulting

### **3 Legal Update**

The Standards Board (SASB) entered into Executive Session at 8:45 a.m.

#### **3.1 1900.4 Working Group/SCC41 Issues**

**Approved motions:**

**- Instruct the P1900.4 WG to use the April 2008 P&P until new WG P&P are duly accepted by SCC41 and the SASB.**

**- Instruct SCC41 to follow its accepted P&P and governance documents in its operation and formation of subgroups.**

Also reported out:

The SASB endorses the attendance of the SCC Coordinator and SASB leadership at the SCC41 meeting in Piscataway and will be looking for further input from them.

#### **3.2 P802.11n**

The SASB members who comprised the deliberative body:

Victor Berman

Ted Burse

Dick DeBlasio

Andy Drozd

Alex Gelman

Rich Hulett

Ron Petersen

Tom Prevost

Narayanan Ramachandran

Sam Sciacca

Howard Wolfman

**Approved motion:**

**- Move to Approve P802.11n.**

#### **3.3 P1901 Update**

The SASB members who comprised the deliberative body:

Karen Bartleson

Victor Berman

Ted Burse

Dick DeBlasio

Andy Drozd

Mark Epstein

Alex Gelman

Jim Hughes

Rich Hulett

John Kulick  
Steve Mills  
Ted Olsen  
Ron Petersen  
Tom Prevost  
Narayanan Ramachandran  
Jon Rosdahl  
Sam Sciacca  
Howard Wolfman

Reported out:

A report was received and things are going well.

The SASB exited Executive Session at 1:07 p.m.

#### **4 Old Business**

4.1 The minutes of the 17 June 2009 meeting were approved on 20 July 2009.

4.2 Administrative Withdrawals

The SASB email ballot on withdrawing the following standards failed:

#### **SCC11**

**91a/91-1991 (R1994)** IEEE Graphic Symbols for Logic Functions (Includes IEEE Std 91a-1991 Supplement, and IEEE Std 91-1984)

**267-1966** IEEE Trial-Use Recommended Practice for the Preparation and Use of Symbols

**315-1975 (R1993)** Graphic Symbols for Electrical and Electronics Diagrams (Including Reference Designation Letters)

**315A-1986 (R1993)** Supplement to Graphic Symbols for Electrical and Electronics Diagrams

**991-1986 (R1994)** IEEE Standard for Logic Circuit Diagrams

**Y32.9-1972 (R1989)** Graphic Symbols for Electrical Wiring and Layout Diagrams Used in Architecture

Chair Grow reviewed the relevant P&P [SASB Bylaws 5.1 and SASB OpMan 9.4].

There was a motion: Move to withdraw the standards (6 SCC11 documents). Vote: Yes=14, No=5, Abstain=1. Motion fails.

*AI – Tom Prevost will take the list of SCC11 standards to the PES Standards Coordinating Committee to see if any PES Sponsor is interested in becoming the Sponsor for any of the old SCC11 standards.*

#### **5 SASB Standing Committee Reports**

5.1 Standards Review Committee (RevCom)

David Law, RevCom Chair, reported.

Highlights:

- 34 submittals reviewed this meeting; 30 approved, 3 conditionally approved, 1 disapproved.
- Next RevCom Early Consideration telecon is scheduled for 27 October.
- RevCom submittal form will be updated to better accommodate question related to RAC coordination.
- Comment Resolution Status Ad Hoc formed to clarify the balloting comment resolutions in the myBallot system.

5.2 New Standards Committee (NesCom)

Tom Prevost, NesCom Chair, reported.

Highlights:

- 49 PAR submittals reviewed this meeting; 48 approved, 1 conditionally approved.
- NesCom motion: Share with ProCom that the consensus of NesCom is that it may be appropriate during the RevCom review process to consider 'match' as 'identical', subject to editorial corrections approved by the Publishing Staff; further, NesCom would prefer not to require modified PARs raised solely for editorial changes.
- Ad hoc formed to review suggestion for the addition of a NesCom convention and an FAQ to address the handling of base standard year in relation to amendments/corrigenda.

5.3 Procedures Committee (ProCom)

Rich Hulett, ProCom Chair, reported.

Highlights:

- The recent email ballot of the SASB on procedural changes only received 14 votes; a better response rate is both needed and expected from SASB members.
- Three P&P changes for vote at SASB meeting:

**Copyright:**

**Motion from ProCom to APPROVE.**

**The motion was unanimously approved by the SASB.**

**“IEEE-SA Standards Board Bylaws**

**7. Copyright**

**All contributions to IEEE standards development (whether for an individual or entity standard) shall meet the requirements outlined in this clause.**

**7.1 Definitions**

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indicates the insertion of text excerpted from a copyrighted work; or a visual indication of an excerpt from another work, such as indented text).

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## **7.2 Policy**

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*Renumber:*

## **78. Modifications to the IEEE-SA Standards Board Bylaws**

### **78.1 Interpretations of the IEEE-SA Standards Board Bylaws**

## **IEEE-SA Standards Board Operations Manual**

### **6.1 Copyright**

The IEEE owns the copyright of draft and approved IEEE standards (see 7.2 of the *IEEE-SA Standards Board Bylaws*). ~~All IEEE standards are copyrighted by the IEEE under the provisions of the US Copyright Act.~~

Contributions made by participants in an IEEE-SA standards development meeting, whether the contributions are Published or not, are subject to the IEEE-SA Copyright Policy set forth in Clause 7 of the *IEEE-SA Standards Board Bylaws*.

#### **6.1.1 Project Authorization Request (PAR)**

As part of the initial PAR procedure, the committee or working group shall appoint a chair who shall sign a Copyright Agreement acknowledging that the proposed standard constitutes a “work made for hire” as defined by the Copyright Act, and that as to any work not so defined, any rights or interest in the copyright to the standards publication is transferred to the IEEE. Except as noted below, the IEEE is the sole copyright owner of all material included in the standard.

At the time of a PAR is submitted for approval-completion, any known previously Published copyrighted material intended for inclusion in the proposed IEEE standard shall be identified on the PAR. The Working Group Chair is responsible for receiving obtaining written permission to use all previously Published copyrighted material prior to the start of the initial ballot invitation or prior to the next recirculation ballot if the excerpted material is inserted during comment resolution. Sample form letters are available in the *IEEE Standards Style Manual*.

### 6.1.2 Contributions from previously Published sources

Participants in an IEEE Standards group who submit contributions containing excerpted content from previously Published sources shall notify the Chair of the need for permission, and should assist the Chair in obtaining that permission. Working Group Chairs are responsible for requesting and obtaining permission from external entities and for forwarding the completed response forms to the IEEE <insert link to [stds-style@ieee.org](mailto:stds-style@ieee.org)>.

IEEE Permission Form Letters <<http://standards.ieee.org/guides/style/index.html>> should be used to request and grant such permissions. Permission Form Letters to use material unchanged or modified are available online <insert link to <http://standards.ieee.org/guides/style/index.html>>. Agreements that do not conform to the IEEE Permission Form Letters are possible, but such requests <insert link to [stds-ipr@ieee.org](mailto:stds-ipr@ieee.org)> shall be in writing and shall be approved by IEEE-SA staff.

### 6.1.3 Drafts of proposed IEEE standards

All drafts of proposed IEEE standards shall contain the copyright statement provided in subclause 4.2.2 of the *IEEE Standards Style Manual*.

#### RATIONALE:

Implementation of the Copyright policy.”

#### *Entity participants:*

**Motion from ProCom to APPROVE.**

**The motion was unanimously approved by the SASB.**

“IEEE-SA Standards Board Bylaws

### 5.2.1 Participation in IEEE standards development

Participants in the IEEE standards development individual process shall act based on their qualifications and experience. Entity representative participants in the IEEE standards development entity process are appointed by an entity to represent that entity and act on its behalf. Such representatives may participate in IEEE standards development activities and take action based upon instruction from the entity for which they have been appointed as an entity representative.

While participating in IEEE standards development activities, all participants, including but not limited to, individuals, entity representatives, entity members, entities participating directly in the entity process, and entities participating indirectly in the individual process shall act in accordance with all applicable laws (nation-based and international), the IEEE Code of Ethics, and with IEEE Standards policies and procedures. Participants in IEEE standards development who are authenticated into any IEEE-SA database shall acknowledge the Obligations for Participation and Code of Ethics.

Participants on standards committees or working groups with governance authority or the authority to enter into a financial transaction with another party shall also act in accordance with *IEEE Policies* Section 9.8 on Conflict of Interest.

IEEE Standards Sponsor chairs and Sponsor liaison representatives shall be members of IEEE-SA and shall also be either IEEE members of any grade or IEEE affiliates.

The IEEE-SA shall maintain the authoritative database of participants in the development of standards. Such database shall be maintained by the Secretary of the IEEE-SA Standards Board.

#### RATIONALE:

**There have been situations in IEEE-SA entity working groups where the technical expertise of entity representatives has been called into question. The proposed language clarifies that the entity has the right to send whomever they deem appropriate to participate in an IEEE-SA entity working group meeting, without any judgment of their particular technical expertise.”**

***Balloting group:***

**Motion from ProCom to APPROVE.**

**The motion was unanimously approved by the SASB.**

**“IEEE-SA Standards Board Operations Manual**

**5.4.1 Balloting group**

The balloting group shall meet the criteria in subclause 5.2.2.3 of the *IEEE-SA Standards Board Bylaws*. Balloting group members vote on the acceptability of a new, revised, or stabilized standard based on their interest in and commitment to reviewing and voting on a specific proposed standard. The balloting group shall provide for the development of consensus by all interests significantly affected by the scope of the standard. This is achieved through a balance of such interests in the balloting group membership. Balance is defined as the avoidance of dominance by any single interest category.

No balloter shall have more than one vote.

The *IEEE-SA Standards Board Bylaws* allow for the participation of invited individual experts in ballots of specific standards projects upon approval of the IEEE-SA Standards Board. An invited individual expert is a non-IEEE-SA member who has been invited by a Sponsor to ballot on a specific standards project for the purpose of providing his or her technical expertise to improve the quality of that document. The Sponsor shall provide the following information to the IEEE-SA Standards Board when requesting the participation of an invited individual expert in a particular balloting group:

- a) A rationale as to why the invited individual expert is needed
- b) Brief background information on each invited individual expert, including qualifications
- c) A statement explaining the detrimental impact if the invited individual expert does not participate
- d) The total number of individual experts invited to participate in this balloting group
- e) The contact information for the individual

Balloters are required to classify their relationship to the balloting group relative to the scope of standards activity (for example, producer, user, and general interest). Where appropriate, additional classifications, such as "testing laboratory" or "academic," may be added by the Sponsor. This decision should be based on the effect the standard may have on participants not already recognized by the primary classifications. Individuals classify themselves based on their technical background, which may be related to their employment, job functions, or experience. IEEE-SA entity balloters are classified based on their entity interest as it relates to the scope of the standards project (for example, producer, consumer, general interest). No group (classification) is permitted to constitute 50% or more of the balloting group membership. Care shall be taken to ensure that all classes of interest are represented to the extent possible.

It is desirable to have representation of the materially interested and affected parties when reviewing the balance of the balloting group. Sponsors shall ensure balance prior to conducting a Sponsor ballot. Balloting groups **of individuals** should have at least 10 members to ensure adequate balance.

Interested or affected persons who pay the appropriate fees associated with voting privileges may join the balloting group for a specific standards project. Once the ballot has begun, the balloting group is closed to additional participants. Even if IEEE-SA membership status changes during the balloting period or recirculation period, there shall be no change to the voting status of the balloter with respect to that ballot.

Persons may also purchase the ballot draft for information only. Such persons may submit comments on the draft within the balloting period. However, they may not vote to approve, disapprove, or abstain on the proposed standard, nor are they entitled to receive any material other than the revised draft and responses to their comments.

Comments from persons who are not members of the balloting group shall be given due consideration and an appropriate response.

**RATIONALE:**

**The change ties the ‘should have at least 10 members’ requirement to the individual process, and helps to remove any confusion with the different requirement for entity ballot groups noted in SASB OpMan 5.4.1.1.”**

- One P&P change to be sent for an email ballot.

**“IEEE-SA Standards Board Bylaws**

**5.2.1.2 Membership requirements for standards developed under the entity method**

Chairs of IEEE standards working groups developing standards under the entity method shall be representatives of entity IEEE-SA members. Designees (those designated to manage the Sponsor ballot) in the IEEE Standards Sponsor entity ballot process shall be representatives of entity IEEE-SA members.

Every entity observing a project within an IEEE-SA entity standards working group is required to be an Entity Member of the IEEE-SA, and only Advanced Entity Members can contribute and hold voting privileges. Entity nonmembers may observe at one IEEE-SA entity standards working group meeting per project.

Each entity participating in a project within an IEEE-SA entity standards working group is required to pay the IEEE-SA entity per project participation fee established by the IEEE-SA BOG. Any entity that does not pay this fee shall not be entitled to voting rights in that project of the IEEE-SA entity standards working group, and each such Entity project shall have at least three voting participants in good standing in order to maintain its validity.

**RATIONALE:**

**The proposed change matches the principles approved by the IEEE-SA BOG when it approved the new corporate member model. This model creates a new category of membership, advanced membership, in addition to the current “basic” corporate membership program that has existed since 1999. These changes will be effective on 1 January 2010, and the Bylaws need to match that model.”**

- Copyright FAQs are now complete.
- Obligations Ad Hoc is still working on the myProject page; changes to IEEE Policy 9.8 will be proposed to better accommodate standards development participants.
- ‘Standard’ Definition Ad Hoc reformed; will examine comments received and try to create a definition for a layman.
- Reaffirmation Ad Hoc progressing; will create P&P text to revise the reaffirmation process; will create P&P text for ‘historical’ category.
- RevCom 5.4.3.1 Ad Hoc now reports to ProCom and will continue comment resolution from the recent SASB email ballot; will also examine handling of Disapprove without comment votes and myBallot status field issues [Out of Scope v Reject, etc.].
- Definitions Ad Hoc formed to examine the creation of a Definitions clause in the SASB OpMan.
- ProCom considered changing the requirement for Scope and Purpose in draft to be ‘identical’ (instead of ‘match’) to those in the PAR; the motion for change was not approved.
- Ad hoc formed to develop a business model for evaluating procedural changes.

**5.4 Audit Committee (AudCom)**

Ron Petersen, AudCom Chair, reported.

**Highlights:**

- SCC4 P&P accepted.

- Feedback received on Working Group Baseline P&P; telecon held in August to review comments; updated baseline to be sent to AudCom for approval consideration.

- Text added to AudCom convention 3:

“One of the two assigned members will be designated as lead reviewer. The lead reviewer shall be responsible for comparing their co-reviewer’s checklist/comments with his/her own, contacting the co-reviewer for discussion if their comments are at odds with one another and providing the administrator with one merged set of checklist/comments for the administrator to send to the Sponsor.”

- AudCom programming in myProject is underway; scheduled for rollout for December meeting.

## 5.5 Patent Committee (PatCom)

Steve Mills, PatCom Chair, reported.

Highlights:

- 16 LoAs received; 0 requests for copies of LoAs.

- Received an update on the Patent Pool activity.

- PatCom confirmed that the IP questions raised in P802.11n balloting comments could be best addressed by the SASB.

## 6 Standards Coordinating Committee Reports

### 6.1 SCC Coordinator’s Report

John Kulick, SCC Coordinator, reported.

### 6.2 Scheduled Reports Due in September:

6.2.1	SCC14 – Quantities, Units, and Letter Symbols (Jim Frysinger)	Information/Action	John Kulick
6.2.2	SCC18 – National Fire Protection Association Standards (Mel Sanders)	Information/Action	John Kulick
6.2.3	SCC27 – Time and Frequency (Eva Ferre-Pikal)	Information/Action	John Kulick
6.2.4	SCC39 – International Committee on Electromagnetic Safety (Ralf Bodemann)	Information/Action	John Kulick

**The following motions were approved by voice votes:**

**- Move to accept the submitted report from SCC14.**

**- Move to accept the submitted report from SCC18.**

**- Move to grant extension to SCC27 to December 2009 for annual report.**

**- Move to grant extension to SCC39 to December 2009 for annual report.**

## 7 Ad Hoc Reports

### 7.1 myProject Ad Hoc Report

David Law, Ad Hoc Chair, reported.

Highlights:

- PAR Form transition into myProject system is completed.

- AudCom process automation has begun.

- L-50S automation enhancements to be developed by December.

## 8 Liaison Reports

### 8.1 NIST Report

Michael Janezic, NIST Representative, reported.

#### Highlights:

- President Obama to nominate Patrick Gallagher for Director, National Institute of Standards and Technology, Department of Commerce.
- 18 June 2009: NIST released EPRI report that identified issues and priorities for developing technical standards and an architecture for the U.S. Smart Grid.
- 3-4 August 2009: NIST convened the Third Smart Grid Interoperability Standards Roadmap Public Workshop.
- 21 August 2009: NIST announced that EnerNex Corporation was awarded a contract which includes the establishment and administration of the Smart Grid Interoperability Standards Panel.
- Voting standards: NIST is developing a set of public test suites to be used as part of the U.S. Election Assistance Commission's (EAC) Testing and Certification Program. Test labs can use these test suites to help determine that the VVSG requirements are met by voting standards. Two test suites related to Voluntary Voting System Guideline (VVSG) requirements are currently available for review:

*Test suites for the 2005 VVSG Revision*

*Test suites for the 2007 VVSG Recommendation*

Material is available at <http://vote.nist.gov/SystemTesting.htm>

- TGDC: There are several vacancies on the Election Assistance Commission's (EAC) Technical Guidelines and Development Committee (TGDC), including IEEE's representative.

Potential candidate to fill TGDC vacancy:

Professor Douglas W. Jones, *University of Iowa, Department of Computer Science*

- recognized expert in voting systems
- served as international election observer
- served as expert witness

### 8.2 DOE Report

Dick DeBlasio reported that the next P2030 meeting will be held at IBM in NY on 27-29 October.

*AI – Judy Gorman to work with Dick on securing adequate meeting rooms.*

### 8.3 NRC Report

Satish Aggarwal, NRC Representative, reported.

#### Highlights:

- NRC has endorsed IEEE 334 in its regulations.
- In international arena, IEEE attended conference in South Korea; presentations given by Satish and Malcolm Thaden; IEEE had a booth.
- Satish met with nuclear representatives in Beijing, PRC.
- Upcoming IEC meeting in Yokohama, Japan; NRC working with IEC.
- MDEP meeting in South Korea; want to create one global standard.

## 9 Informational Reports

## 9.1 IEEE BOD and IEEE-SA BOG Update

Chuck Adams, IEEE-SA President, submitted a report that was attached to the agenda.

## 9.2 Secretary's Report

Judy Gorman, SASB Secretary, reported.

### Highlights:

- Judy discussed the five SA high-level goals and recent activities related to them.

*The IEEE-SA will have robust and balanced lines of business that will reflect the full life cycle of standards.*

*The IEEE-SA will work collaboratively with emerging technology communities to create an environment that leads to timely standardization.*

*The IEEE-SA will provide a streamlined process for each state of consensus development.*

*The IEEE-SA will be known for its successful standards education programs that serve diverse audiences.*

*The IEEE-SA will be recognized worldwide as an international organization and will have strong global participation on all levels.*

## 9.3 Chair's Report

Bob Grow, SASB Chair, reported.

### Highlights:

- Complaints coming to SASB leadership indicate both lack of understanding of the process and concerns of domination.

- Corporate influence continues to be a fundamental underlying issue; Steve Mills is driving discussions on how to better deal with inappropriate influence; we all need to encourage our Sponsors to be active in monitoring situations.

*Ad Hoc formed to address undue entity influence in individual working groups and how we can better embrace corporate involvement. Members: Steve Mills (Chair), John Barr, Karen Bartleson, Dick DeBlasio, Andy Drozd, Bob Grow, David Law, Howard Wolfman, Mary Lynne Nielsen, and Dave Ringle.*

- IEEE 802 found and formally complained about a strange problem with IEEE services – inability to purchase a major standard – the problem is being worked by staff.

- The BOG's International Ad Hoc suggested that the OBC for ITU-R and ITU-T ERs could be the SASB. Concern was expressed that the SASB is not well suited to provide the guidance required of an OBC.

- We may need an SASB ER liaison to flag issues for SASB review.

## 9.4 CAG Report

Steve Mills, CAG Chair, reported.

### Highlights:

- CAG has created an ad hoc to update its mission; potential aspects include a) mentoring new technology opportunities, b) continuing outreach, and c) serving as advisors to the IEEE; recommendations to BOG expected in December.

- Mentoring new technology areas (malware/security, green IT, sensor networking, cloud computing and Energy Star).

- Entity membership at 137 members.
- Rollout underway for 2010 entity member model.
- Sponsor outreach; five outreaches expected by year-end.
- CAG will meet in India in March 2010.

## **10 New Business**

### **10.1 SASB Email Ballot Process**

Some questions arose during recent email ballots of the SASB.

Chair Grow clarified that while the ballot is still open, vote flips are allowed. SASB members can use reply-all when needed to distribute comments to the group.

It might be advantageous to utilize myProject for SASB balloting.

### **10.2 Distinguished Service Award**

Ted Olsen, ArCom Chair, reported.

Ted discussed the criteria and qualifications for the Distinguished Service Award. Past winners and current eligible candidates were shown (see Ted's report, which is attached to the agenda).

The nomination deadline was extended until 18 September.

***AI - Rona Gertz to re-send the Distinguished Service Award announcement with the extended deadline to the SASB.***

## **11 Next Meeting**

The next meeting of the IEEE-SA Standards Board will be on 9 December 2009 in Piscataway, New Jersey, USA.

Terry deCourcelle, Director-International Standards Programs and IEEE-SA Governance, reported that we have received an offer from Siemens (Berlin, Germany) to meet in their facilities in September 2010, with the meeting rooms offered at no cost to the IEEE-SA.

A straw poll indicated that virtually everyone would be able to attend.

***AI – Mary Ellen Hanntz to work with Hermann Koch (Siemens) to finalize the arrangements.***

## **12 SASB Resolutions**

**Instruct the P1900.4 WG to use the April 2008 P&P until new WG P&P are duly accepted by SCC41 and the SASB.**

**Instruct SCC41 to follow its accepted P&P and governance documents in its operation and formation of subgroups.**

## **13 Adjournment**

There being no further business, the meeting was adjourned at 3:26 p.m.