1. CALL TO ORDER AND INTRODUCTIONS

Chair Faure called the meeting to order at 1:00 p.m. and there was a round of introductions by all present.

2. REVIEW AND APPROVAL OF THE AGENDA

Chair Faure asked if there were any additions, deletions, or alterations to the published agenda.

Motion: Approve the 7 July 2015 AudCom meeting agenda. Upon vote, the motion passed.

3. REVIEW OF COMMENTS RECEIVED ON DRAFT D1 OF 2015 BASELINE UPDATES
This discussion continued the review of all comments about the Baseline draft 1 documents that were not about the definitions of participants in the standards development process. Please see the spreadsheet below, which lists the comments received and their resolutions. Upcoming teleconferences picked up the discussion on the spreadsheet topic where the prior teleconference ended.

4. NEW BUSINESS
There was no new business.

5. DATE OF NEXT MEETING
The next AudCom teleconference is scheduled for 17 July 2015 at 11:00 a.m. ET.

6. ADJOURNMENT
The meeting was adjourned at 3:00 p.m.

**********

IEEE-SA Standards Board Audit Committee (AudCom) Unapproved Minutes
17 July 2015
11:00 a.m. - 1:00 p.m. ET
Webex Teleconference

Members:
Jean-Philippe Faure, Chair
James Gilb (toward end of call)
Gary Hoffman
Ted Olsen
Howard Wolfman

Members Absent:
Mike Janezic
Glenn Parsons
Ron Petersen
Annette Reilly
Gary Robinson
Adrian Stephens

IEEE Staff:
Melissa Aranzamendez

Guests:
Peter Balma
Yatin Trivedi

1. CALL TO ORDER AND INTRODUCTIONS
Chair Faure called the meeting to order at 11:00 a.m. and there was a round of introductions by all present. There was no quorum for this meeting, but it was
agreed that in order to keep progress on the Baseline updates within the short time
frame, the discussions about the Baseline draft comments would continue with no
official voting.

2. REVIEW AND APPROVAL OF THE AGENDA

Chair Faure asked if there were any additions, deletions, or alterations to the
published agenda. There were no changes noted, and there was no vote.

3. REVIEW OF COMMENTS RECEIVED ON DRAFT D1 OF 2015 BASELINE
UPDATES

The discussion continued the review of all comments about the Baseline draft 1
documents. It was agreed that the discussions about the definitions of participants
in the standards development process would wait until the next teleconference to
enable more participation in the discussion. Please see the spreadsheet below,
which lists the comments received and their resolutions. Upcoming teleconferences
will pick up the discussion on the spreadsheet topic where the prior teleconference
ended.

4. NEW BUSINESS
There was no new business.

5. DATE OF NEXT MEETING
The next AudCom teleconference is scheduled for 20 July 2015 at 9:00 a.m. ET.

6. ADJOURNMENT
The meeting was adjourned at 1:00 p.m.

**********

IEEE-SA Standards Board Audit Committee (AudCom)
Unapproved Minutes
20 July 2015
9:00 a.m. - 11:00 a.m. ET
Webex Teleconference

Members:
Jean-Philippe Faure, Chair
James Gilb
Gary Hoffman
Michael Janezic
Ron Petersen
Howard Wolfman

Members Absent:
Ted Olsen
Glenn Parsons
Annette Reilly
Gary Robinson
Adrian Stephens
1. CALL TO ORDER AND INTRODUCTIONS

Chair Faure called the meeting to order at 9:00 a.m. and there was a round of introductions by all present.

2. REVIEW AND APPROVAL OF THE AGENDA

Chair Faure asked if there were any additions, deletions, or alterations to the published agenda.

Motion: Approve the 20 July 2015 AudCom meeting agenda. Upon vote, the motion passed.

3. REVIEW OF COMMENTS RECEIVED ON DRAFT D1 OF 2015 BASELINE UPDATES

Chair Faure reviewed the recommendations from the 17 July 2015 meeting where there was no quorum.

Motion: Approve the recommendations from the 17 July 2015 AudCom teleconference. Upon vote, the motion passed.

The discussion then continued the review of all comments about the Baseline draft 1 documents. The topics that dealt with Suspension of Rules were postponed until the September face-to-face AudCom meeting. There was a full discussion about the topics dealing with the definitions of participants in the standards development process. In addition to the spreadsheet below which lists the comments and their resolutions, please see the Levels of Participation slides, also below, which document the decisions from that discussion, and the D1 Comment Resolution Sub Items slide for the 20 July 2015 teleconference.

4. NEW BUSINESS

There was no new business.

5. DATE OF NEXT MEETING
The next AudCom teleconference is scheduled for 24 July 2015 at 9:00 a.m. ET.

6. ADJOURNMENT

The meeting was adjourned at 11:00 a.m.

**********

IEEE-SA Standards Board Audit Committee (AudCom)
Unapproved Minutes
24 July 2015
9:00 a.m. - 11:00 a.m. ET
Webex Teleconference

Members:
Jean-Philippe Faure, Chair
James Gilb
Gary Hoffman
Michael Janezic
Ron Petersen
Annette Reilly
Gary Robinson (until 9:30)
Howard Wolfman

Members Absent:
Ted Olsen
Glenn Parsons
Adrian Stephens

IEEE Staff:
Melissa Aranzamendez
Karen Evangelista
Tricia Gerdon
Jonathan Goldberg
Yvette Ho Sang
Soo Kim
Mike Kipness
Dave Ringle
Erin Spiewak
Lisa Weisser, Administrator
Malia Zaman

Guests:
Peter Balma

1. CALL TO ORDER AND INTRODUCTIONS

Chair Faure called the meeting to order at 9:00 a.m. and there was a round of introductions by all present.

2. REVIEW AND APPROVAL OF THE AGENDA

Chair Faure asked if there were any additions, deletions, or alterations to the published agenda.

Motion: Approve the 24 July 2015 AudCom meeting agenda. Upon vote, the motion passed.

3. REVIEW OF COMMENTS RECEIVED ON DRAFT D1 OF 2015 BASELINE UPDATES
The discussion continued the review of all comments about the Baseline draft 1 documents. Please see the spreadsheet below, which lists the comments received and their resolutions. This teleconference completed the discussion of the comments that were listed on the spreadsheet, with the exception of items postponed to the September AudCom meeting, including those about Suspension of Rules, and those that have a resolution of defer to discussion about the D2 draft version of the Baselines. In addition to the spreadsheet below which lists the comments and their resolutions, please see the D1 Comment Resolution Sub Items slide for the 24 July 2015 teleconference, which includes the recommended schedule for the Baseline updates.

4. NEW BUSINESS
There was no new business.

5. DATE OF NEXT MEETING
The next AudCom meeting is scheduled for 1 September 2015 at 1:00 p.m. in Tokyo, Japan.

6. ADJOURNMENT
The meeting was adjourned at 11:00 a.m.
<table>
<thead>
<tr>
<th>Comment Number</th>
<th>Person</th>
<th>Parent's Comment</th>
<th>Line no</th>
<th>Comment</th>
<th>Proposed change</th>
<th>AudCom disposition</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Yes</td>
<td>X</td>
<td>X</td>
<td>0</td>
<td>Clause 2.0: mention should be made here of the numbered list in Clause 2.0.</td>
<td>Proposed text: &quot;a.&quot;, &quot;b.&quot;, &quot;c.&quot;, etc.</td>
<td>Addressed in participant's motion</td>
</tr>
<tr>
<td>2</td>
<td>Gary Hoffman</td>
<td>X</td>
<td>X</td>
<td>0</td>
<td>Sub-Clauses 2.1 and 2.1.1 are not needed if the Working Group/Sponsor is co-sponsored.</td>
<td>Proposed text: &quot;Sub-Clauses 2.1 and 2.1.1 are not needed if the Working Group/Sponsor is co-sponsored.&quot;</td>
<td>Resolved</td>
</tr>
<tr>
<td>3</td>
<td>Gary Hoffman</td>
<td>#</td>
<td>X</td>
<td>0</td>
<td>2.0: comment on clause 3.0.1</td>
<td>No change needed</td>
<td>7/7/2015</td>
</tr>
<tr>
<td>4</td>
<td>JPF</td>
<td>X</td>
<td>X</td>
<td>0</td>
<td>Joint sponsorship is called co-sponsorship in the IEEE-SA Standards Board Operations Manual approved in March 2014.</td>
<td>Change the occurrence of joint sponsorship, joint sponsorship, joint sponsor to co-sponsor, co-sponsor, co-sponsorship.</td>
<td>Addressed</td>
</tr>
<tr>
<td>5</td>
<td>AudCom ad hoc on P&amp;Ps</td>
<td>X</td>
<td>325</td>
<td>1.0.1.1</td>
<td>&quot;P&amp;Ps&quot; is used throughout this document to refer to the IEEE-SA Standards Board Operations Manual approved in March 2014.</td>
<td>The clause shall not be modified, except to identify Working Group.</td>
<td>See resolution of comment #4</td>
</tr>
<tr>
<td>6</td>
<td>Gary Hoffman</td>
<td>X</td>
<td>X</td>
<td>339</td>
<td>Clause 1.0.1: can you explain why it is necessary to modify the clause. In essence it seems like change for the sake of change without a substantive reason to make this change.</td>
<td>Provide a plausible argument can be made to make the proposed changes; prefer to leave the test as is.</td>
<td>James moves to recommend to SASB removal of &quot;Participants engaged in the development of standards shall comply with applicable federal, state, and international laws.&quot; from the baselines. Adrian seconded. Motion passed without opposition.</td>
</tr>
<tr>
<td>7</td>
<td>Gary Hoffman</td>
<td>41</td>
<td>X</td>
<td>375</td>
<td>Clause 2.0: mention should be made here of the overarching principles of Clause 5.1.2, Duties of the Sponsor.</td>
<td>Add statement as another numbered item with proposed text: Adhere to Clause 5.1.2 with regard to the duties of the Sponsor. The Committee reports to the Board, it should have exactly the same rules.</td>
<td>No change needed</td>
</tr>
<tr>
<td>8</td>
<td>Gary Hoffman</td>
<td>2</td>
<td>X</td>
<td>387</td>
<td>Clause 2.0: there is nothing that says when the Working Group can operate as a working group.</td>
<td>Propose adding an item as that states: The proposed Working Group shall not perform work as a Working Group without an approved PAR. The current clause becomes b) and so on.</td>
<td>No change needed</td>
</tr>
<tr>
<td>10</td>
<td>Gary Hoffman</td>
<td>42</td>
<td>X</td>
<td>413-425</td>
<td>Clause 2.1 and 2.1.1 are not needed if the Working Group/Sponsor is co-sponsored.</td>
<td>Add text above to 2.0 and delete 2.1 and 2.1.1. Simpler and clearer against IEEE-approved policies and procedures, and no redundancy is always better.</td>
<td>No change needed; (2.1.1 was removed per motion on comment #4)</td>
</tr>
<tr>
<td>11</td>
<td>Gary Hoffman</td>
<td>37</td>
<td>X</td>
<td>419</td>
<td>Clause 2.2: mention should be made here of the overarching principles of Clause 5.1.2, Duties of the Sponsor.</td>
<td>Add statement as another numbered item with proposed text: Adhere to Clause 5.1.2 with regard to the duties of the Sponsor.</td>
<td>No change needed</td>
</tr>
<tr>
<td>12</td>
<td>Gary Hoffman</td>
<td>30</td>
<td>X</td>
<td>424</td>
<td>Clause 2.2: mention should be made here of the overarching principles of Clause 5.1.2, Duties of the Sponsor.</td>
<td>Add statement as another numbered item with proposed text: Adhere to Clause 5.1.2 with regard to the duties of the Sponsor.</td>
<td>No change needed</td>
</tr>
<tr>
<td>14</td>
<td>Gary Hoffman</td>
<td>21</td>
<td>X</td>
<td>445-476</td>
<td>Clause 2.1 and 2.1.1 are not needed if the Working Group/Sponsor is co-sponsored.</td>
<td>Add text above to 2.0 and delete 2.1 and 2.1.1. Simpler and clearer against IEEE-approved policies and procedures, and no redundancy is always better.</td>
<td>No change needed; (2.1.1 was removed per motion on comment #4)</td>
</tr>
</tbody>
</table>
15 CAG ad hoc on P&P

K 619-620 Re: Item 23 of the AudComm P&P baseline updates

6-0: There are multiple ways of defining voting and non-voting members. Keep the designations separate for now.

4.6. Working Group Membership

4.1. Overview

The clause shall not be modified except to be compliant with the Sponsor's procedures.

Working Group membership is by entity. An entity shall be an Advanced Entity Member of the IEEE-SA, declare its intent to join the Working Group, and pay any fees, if established, to be a member of the Working Group. Non-voting members shall fill the requirements for voting membership as determined by the Sponsor and the Working Group to gain and maintain membership in the Working Group. For other information on participation in the Working Group, see Clause 5.2.1.2 of the IEEE-SA Standards Board Bylaws.

An entity shall have one Designated Representative (DR) and may have more than one alternate (DRA) participating in the Working Group. The Entity Membership Representative of the entity determines the DR/DRA for the Working Group. The assignment of a DR/DRA can change throughout the life of the Working Group. It is the entity's responsibility to notify the Working Group Secretary of changes to the DR/DRA assignment. Only the DR is eligible to vote on behalf of the entity for all Working Group matters. If the DR is unable to vote at a meeting, one DRA will be recognized at the start of the meeting to vote on the DR's behalf. Membership in the Working Group shall give the DR the right to vote on all Working Group matters provided voting rights are maintained as given in Clause 4.2. Each DR/DRA can vote for only one entity's member of the Working Group, no more than one DR/DRA representative can represent the interests of more than one entity's member of the Working Group except for a temporary proxy vote.

Refused 7/24/2015

16 Gary Hoffman 3 K 668 The word individual should be changed to participant

Re: change

7/24/2015

17 JPF 1 K 666 Writing clause reference

Change: "Clause 4.1.1", with "Clause 4.1.1"

UP moves to accept the proposed change; Howard seconded. Motion passed without opposition.

7/17/2015

18 JPF 2 K 688 Membership is revoked

Change: "its voting privilege may be revoked" with "its membership (and voting privilege) may be revoked"

James moved to change: "The Chair shall notify, in writing, a member that has lost its membership," with "The Chair shall notify, in writing, a member that has lost its voting privileges," and change membership in the next sentence with "voting privileges." Mike seconded. Motion carried without opposition.

7/24/2015

19 Gary Hoffman 4 K 675 Attendance credit is granted

Change to: A participant shall be considered attending the meeting if…

Gary H. Chang: Attendance credit is granted to those who attended at least 10% or a participant shall be considered attending the meeting if those who attended at least 10% of. Ron seconded. Motion carried without opposition.

7/24/2015

20 Gary Hoffman 5 K 680-686 The sentence: "All membership privileges and rights shall be restored after attending the second consecutive meeting." is inconsistent with the sentence below.

Gary H. Chang: Attendance credit is granted to those who attended at least 10% of a participant shall be considered attending the meeting if those who attended at least 10% of. Motion passed without opposition.

7/24/2015

21 CAG ad hoc on P&P

K 695-701 Re: Item 1 of the AudComm P&P baseline updates

4-0: Eliminate redundancy ("entity address")

4.3. Working Group Membership Roster

The clause shall not be modified except for the distribution of the roster or to be compliant with the Sponsor's procedures.

A Working Group roster is a vital aspect of standards development. It serves as a record of members and observers in the Working Group and is an integral part of an issue of identification among stakeholders during the process of standards development. A Working Group officer or designer shall maintain a current and accurate roster of members and observers in the Working Group. The roster shall include at least the following:

a) Title of the Sponsor and its designation;
b) Title of the Working Group and its designation;
c) Senior Contact (Vice-Chair, Secretary, [and Treasurer];
d) Designated Representative (indicated by "DR", representative email address, and entity address);
e) Alternate Designated Representative (indicated by "DRA", representative email address, and entity address);
f) Chair or Vice-Chair of the Working Group, respective email addresses, and affiliation(s);
g) Secretary or Treasurer of the Working Group, respective email addresses, and affiliation(s);
h) Director of the Working Group, respective email addresses, and affiliation(s);
i) Other members of the Working Group, respective email addresses, and affiliation(s).

All Working Group members are required to review their information contained in the roster following each meeting they attend. If a Working Group member only virtually, it shall determine a schedule to check the accuracy of the roster periodically.

A copy of the Working Group roster shall be supplied to the IEEE Standards Association at least annually by a Working Group officer or designer. Due to privacy concerns, the roster shall not be distributed, except to the IEEE-SA Standards Board. A copy of the Working Group roster shall be supplied to the IEEE Standards Association at least annually by a Working Group officer or designer. Due to privacy concerns, the roster shall not be distributed, except to the IEEE-SA Standards Board. It shall determine a schedule to check the accuracy of the roster periodically.

A copy of the Working Group roster shall be supplied to the IEEE Standards Association at least annually by a Working Group officer or designer. Due to privacy concerns, the roster shall not be distributed, except to the IEEE-SA Standards Board. It shall determine a schedule to check the accuracy of the roster periodically.

7/24/2015

22 JPF 3 K 701 Membership is by entity. A person cannot lose his or her membership.

Change the sentence with "A member that has lost its membership shall have its membership reinstated by attendance at two consecutive meetings of the Working Group and upon request for member status. All member voting privileges and rights shall be restored after attending the second consecutive meeting."

Withdraw by commenter

7/24/2015

23 Gary Hoffman 6 K 714 A member is a participant. Therefore, "members and participants" is not a correct statement.

Two solutions are acceptable and others may be possible: participants or members and non-members

Ordered to discussion on baseline D2

7/24/2015

24 Zelen K 719 All present, clause 4.3 is empty. Add text to b, and change the title from "Membership to "Participation and Membership" (perhaps Participation and Membership, or alternatively, simply Participation.

Those who engage in development or ballot of a standard are termed participants. A participant is an individual who participates in the Working Group/Sponsor activities, including but not limited to: attending meetings (whether face-to-face, or electronically), joining one of the Working Group or Sponsor's E-Mail reflectors, or involvement in the balloting process. Participants are further classified as voting members, members, or non-members.

A voting member is a participant that has satisfied the requirements for voting membership, as defined in Clause 4.

A non-voting member is a participant that has satisfied the requirements for membership, as defined in Clause 4, but does not have the right to vote.

All participants who are neither voting members or non-voting members are classified as non-members. Non-members may be further identified by such terms as correspondents, emeritus, honorary, E-Mail, observer, balloters, guests, and other terms, and are collectively referred to as non-members.

See comment.

Revised 7/24/2015
A member is a participant. Therefore, "members" is not a correct statement.

I cannot find the substantiation in the Bylaws and therefore, "members" is the correct term.

I am not in favor of allowing Clause 6.6 since there is no recognition that PAR's are created subgroup they wish to remain without preconditions.

What is governance authority and what would constitute who is a governance authority.

Not a correct statement: Members and other participants are used interchangeably.

CAG ad hoc on entity member category. "Member" should not be used Replace with participant Defer to discussion on baseline D2 7/24/2015

Gary Hoffman moved to delete the number of the clause in the reference to documents listed in the hierarchy and use the title of the clause, in all baselines. James seconded. Motion passed without opposition.

Does this refer to electronic ballot?

Is presiding officer defined in Roberts Rules or IEEE-SA? It could be agreeable to a member of the WG to have a member of the WG act as presiding officer for a subgroup.

5.3.3.1. OpMan clause 5.3.3.1 is wrong The new clause for disclosure of affiliation is 5.1.2.3

39 Gary Hoffman 44 X 815-819 the word member should not be used Replace with participant Defer to discussion on baseline D2 7/24/2015

38 Gary Hoffman 43 X 815 931-936 non-Working Group members change to non-members Resolved 7/24/2015

37 Gary Hoffman 42 X 810-815 22 X 882 in 7.1.2: Why is this not applicable to the other third vote is defined as one of the following: a) At a meeting (including teleconferences) where quorum has been established, a vote carried by majority (or two-thirds) approval of the votes cast, i.e., approve or disapprove votes, excluding abstentions, by the voting members, in attendance. b) By electronic means (including email), a vote carried by majority (or two-thirds) approval of the votes cast, i.e., approve or disapprove votes, excluding abstentions, by the voting members, in attendance. c) By written ballot, a vote carried by majority (or two-thirds) approval of the votes cast, i.e.,赞成 or disapprove votes, excluding abstentions, by the voting members of the Sponsor Working Group in attendance. d) By written ballot, a vote carried by majority (or two-thirds) approval of the votes cast, i.e.,赞成 or disapprove votes, excluding abstentions, by the voting members of the Sponsor Working Group in attendance. e) By written ballot, a vote carried by majority (or two-thirds) approval of the votes cast, i.e.,赞成 or disapprove votes, excluding abstentions, by the voting members of the Sponsor Working Group in attendance. Discussion postponed to Sepi meeting 7/24/2015

54 Gary Hoffman 36 X 867 7/24/2015 In 7.1.3 Approval of an Action: the "majority, two-thirds vote" is defined as one of the following: a) In a meeting (including teleconferences) where quorum has been established, a vote carried by majority (or two-thirds) approval of the votes cast, i.e.,赞成 or disapprove votes, excluding abstentions, by the voting members, in attendance. b) By electronic means (including email), a vote carried by majority (or two-thirds) approval of the votes cast, i.e.,赞成 or disapprove votes, excluding abstentions, by the voting members of the Sponsor Working Group in attendance. c) By written ballot, a vote carried by majority (or two-thirds) approval of the votes cast, i.e.,赞成 or disapprove votes, excluding abstentions, by the voting members of the Sponsor Working Group in attendance. d) By written ballot, a vote carried by majority (or two-thirds) approval of the votes cast, i.e.,赞成 or disapprove votes, excluding abstentions, by the voting members of the Sponsor Working Group in attendance. e) By written ballot, a vote carried by majority (or two-thirds) approval of the votes cast, i.e.,赞成 or disapprove votes, excluding abstentions, by the voting members of the Sponsor Working Group in attendance. Discussion postponed to Sepi meeting 7/24/2015

53 Gary Hoffman 35 X 7/24/2015 In 7.1.2: Voting for or against a motion at a meeting: a) By electronic means (including email), a vote carried by majority (or two-thirds) approval of the votes cast, i.e.,赞成 or disapprove votes, excluding abstentions, by the voting members of the Sponsor Working Group in attendance. b) By written ballot, a vote carried by majority (or two-thirds) approval of the votes cast, i.e.,赞成 or disapprove votes, excluding abstentions, by the voting members of the Sponsor Working Group in attendance. c) By written ballot, a vote carried by majority (or two-thirds) approval of the votes cast, i.e.,赞成 or disapprove votes, excluding abstentions, by the voting members of the Sponsor Working Group in attendance. d) By written ballot, a vote carried by majority (or two-thirds) approval of the votes cast, i.e.,赞成 or disapprove votes, excluding abstentions, by the voting members of the Sponsor Working Group in attendance. e) By written ballot, a vote carried by majority (or two-thirds) approval of the votes cast, i.e.,赞成 or disapprove votes, excluding abstentions, by the voting members of the Sponsor Working Group in attendance. Discussion postponed to Sepi meeting 7/24/2015

52 Gary Hoffman 34 X 971-976 Withdrawn by commenter 7/24/2015

51 Gary Hoffman 33 X 950-951 Withdrawn by commenter 7/24/2015

50 Gary Hoffman 32 X 931-936 Withdrawn by commenter 7/24/2015

49 Gary Hoffman 31 X 900-905 Withdrawn by commenter 7/24/2015

48 Gary Hoffman 30 X 880-885 Withdrawn by commenter 7/24/2015

47 Gary Hoffman 29 X 850-855 Withdrawn by commenter 7/24/2015

46 Gary Hoffman 28 X 820-825 Withdrawn by commenter 7/24/2015

45 Gary Hoffman 27 X 795-799 Withdrawn by commenter 7/24/2015

44 Gary Hoffman 26 X 760-764 Withdrawn by commenter 7/24/2015

43 Gary Hoffman 25 X 725-729 Withdrawn by commenter 7/24/2015

42 Gary Hoffman 24 X 690-695 Withdrawn by commenter 7/24/2015

41 Gary Hoffman 23 X 650-655 Withdrawn by commenter 7/24/2015

40 Gary Hoffman 22 X 630-635 Withdrawn by commenter 7/24/2015

39 Gary Hoffman 21 X 610-615 Withdrawn by commenter 7/24/2015

38 Gary Hoffman 20 X 595-599 Withdrawn by commenter 7/24/2015

37 Gary Hoffman 19 X 570-575 Withdrawn by commenter 7/24/2015

36 Gary Hoffman 18 X 545-549 Withdrawn by commenter 7/24/2015

35 Gary Hoffman 17 X 520-524 Withdrawn by commenter 7/24/2015

34 Gary Hoffman 16 X 495-499 Withdrawn by commenter 7/24/2015

33 Gary Hoffman 15 X 470-474 Withdrawn by commenter 7/24/2015

32 Gary Hoffman 14 X 445-449 Withdrawn by commenter 7/24/2015

31 Gary Hoffman 13 X 420-424 Withdrawn by commenter 7/24/2015

30 Gary Hoffman 12 X 395-399 Withdrawn by commenter 7/24/2015

29 Gary Hoffman 11 X 370-374 Withdrawn by commenter 7/24/2015

28 Gary Hoffman 10 X 345-349 Withdrawn by commenter 7/24/2015

27 Gary Hoffman 9 X 320-324 Withdrawn by commenter 7/24/2015

26 Gary Hoffman 8 X 295-299 Withdrawn by commenter 7/24/2015

25 Gary Hoffman 7 X 270-274 Withdrawn by commenter 7/24/2015
<table>
<thead>
<tr>
<th>Line</th>
<th>Author</th>
<th>Change Type</th>
<th>Text</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>55</td>
<td>Gary Hoffman</td>
<td>Insertion</td>
<td>The word &quot;charter&quot; is not defined in any of our charter documents. In fact the word charter as defined by Miriam Webster is a governmental instrument or deed.</td>
<td>7/20/2015</td>
</tr>
<tr>
<td>56</td>
<td>Gary Hoffman</td>
<td>Insertion</td>
<td>Motion to approve the following action carried without opposition: Remove &quot;within the charter of the subgroup&quot;</td>
<td>7/20/2015</td>
</tr>
<tr>
<td>57</td>
<td>Staff</td>
<td>Insertion</td>
<td>The numbers shown, 50 and 10% do not seem correct. Further I find the explanation confusing.</td>
<td>7/20/2015</td>
</tr>
<tr>
<td>58</td>
<td>Gary Hoffman</td>
<td>Insertion</td>
<td>Motion to approve the following action carried without opposition:</td>
<td>7/20/2015</td>
</tr>
<tr>
<td>59</td>
<td>Gary Hoffman</td>
<td>Insertion</td>
<td>Motion to approve the following action carried without opposition:</td>
<td>7/20/2015</td>
</tr>
<tr>
<td>60</td>
<td>Gary Hoffman</td>
<td>Insertion</td>
<td>Motion to approve the following action carried without opposition:</td>
<td>7/20/2015</td>
</tr>
<tr>
<td>61</td>
<td>Staff</td>
<td>Insertion</td>
<td>Clause 5.0: We think it would be beneficial to define the removal/dismissal of a sub-group chair, since there seems to be a gray area as the WG P&amp;P’s only states that a WG Chair can appoint a sub-group chair, but doesn’t state the removal process (does reason need to be given, etc)</td>
<td>7/20/2015</td>
</tr>
<tr>
<td>62</td>
<td>Gary Hoffman</td>
<td>Insertion</td>
<td>Motion to approve the following action carried without opposition:</td>
<td>7/20/2015</td>
</tr>
</tbody>
</table>
Levels of participation (July 20)

Add to Clause 4.0 (Individual)

- Persons involved in the standards development process are referred to as participants (see IEEE-SA Standards Board Bylaws, 5.2.1 Participation in IEEE standards development).

- A member is a participant that has satisfied the requirements for membership, as defined in 4.0.

- A voting member is a member that has satisfied the requirements for voting membership, as defined in 4.0.

- All participants who are neither voting members or non-voting members are classified as non-members.

- Add a clause instruction to read: This clause shall not be modified except to define all additional levels of participants, for example, correspondents, emeritus, honorary, aspirants, etc.

Gary Hoffman moved to approve the proposal above. James Gilb seconded. The motion carried without opposition.
Levels of participation (July 20)

Add to Clause 4.0 (Entity)

- Persons (entities and their representatives, technical experts) involved in the standards development process are referred to as participants (see IEEE-SA Standards Board Bylaws, 5.2.1 Participation in IEEE standards development).

- A member is a participant that has satisfied the requirements for membership, as defined in 4.0.

- A voting member is a member that has satisfied the requirements for voting membership, as defined in 4.0.

- Observers are defined in the SASB bylaws (ref. 5.2.1.2)

- Technical experts are defined in the SASB bylaws (ref. 5.2.1.2)

James Gilb moved to approve the proposal above. Ron Petersen seconded. The motion carried without opposition.
Levels of participation (July 20)

Gary Hoffman moved to reinstate the instances of « voting member » in the D2 Baselines. James Gilb seconded. The motion carried without opposition.
Levels of participation (July 24)

Gary Robinson moved to change “to allow participation of non-Working Group members and the terms and conditions under which such members participate in the subgroup” with “to allow participation of persons who are not Working Group members and the terms and conditions under which they participate in the subgroup” in the individual WG P&P. Gary Hoffman seconded. Motion carried without opposition.

Gary Robinson moved to apply the previous change to the Entity WG P&P. Howard Wolfman seconded. Motion carried without opposition.

James Gilb moved to change “Non-voting members shall fulfill the requirements for voting membership determined by the Sponsor and the Working Group to gain and maintain membership in the Working Group.” with “In order to gain and maintain membership in the Working Group participants shall fulfill the requirements for voting membership determined by the Sponsor and the Working Group” in the Entity WG P&P. Gary Robinson seconded. Motion carried without opposition.
D1 comment resolution sub items

Completed on July 20

- Approve Friday’s recommendations
- Discuss the comments postponed to Monday (4 comments, 2 topics)
- Discuss new comment from CAG (Yatin) about standing meetings (not received)
- Discuss new comment from staff
- Confirm comments withdrawn on Friday (3 comments)
- Discuss the slides about the levels of participation (version JPF1)
- Discuss to reinstate “voting” in the baselines
D1 comment resolution sub items

Completed on July 24

- Review the use of “non-Working Group members” (one occurrence in both WG Entity and WG individual baselines)
- Review the use of “Non-voting members” (one occurrence in WG Entity baseline)
- Resolve the “participation” comments one by one (28 comments)
- Approve the schedule for D2 baselines
  - D2 baselines sent for comment by August 5
  - Comment period opened until August 21 (2.5 weeks)
  - Resolution of comments received on D2 during the September AudCom meeting

Gary Hoffman moved to accept the schedule above. James Gilb seconded. The motion carried without opposition.