

IEEE-SA Standards Board
Industry Connections Committee (ICCom) Minutes
25 March 2014 9:00 AM-12:00 PM (USA Eastern)
IEEE Operations Center, Piscataway, NJ

1. Call to order; Roll call (9:03 am)

Members Present: Oleg Logvinov (ICCom Chair), David Law, Xiaohui Liu, Yatin Trivedi, Howard Wolfman, Yu Yuan

Members Absent: Farooq Bari

Legal Counsel: Claire Topp

Staff: James Wendorf (ICCom Administrator), Sam Sciacca (Recorder), Bill Ash, Kathryn Bennett, Georedna Brown, Matt Ceglia, Donna Ceruto, Sri Chandra, Terry deCourcelle, Karen Evangelista, Tricia Gerdon, Jonathan Goldberg, Lloyd Green, Mary Ellen Hanntz, Noelle Humenick, Konstantinos Karachalios, Karen Kenney, Juanita Lewis, Brenda Mancuso, Adam Newman, Moira Patterson, Lisa Perry, Dave Ringle, Ravi Subramaniam, Lisa Weisser, Joan Woolery, Malia Zaman

Guests: Brett Biermann (Phone), Dennis Brophy, Clint Chaplin, Donald Dunn, Alex Gelman, Travis Griffith, Bob Grow, Ron Hotchkiss, Jim Hughes, Rich Hulett, Jeff Katz, Bruce Kraemer, John Kulick, Will Lumpkins, John Nelson, Ted Olsen, Radu Radulescu, Greg Ratta, Tyde Richards (Phone), Alec Stanculescu, Adrian Stephens, Scott Streit, Mehmet Ulema, Diego Vicentin, Phil Winston, Don Wright

2. Approval of agenda

Motion to approve (David); Second (Yatin). No objections to unanimous approval.

3. Approval of previous minutes

- 09 December 2013:
<http://standards.ieee.org/about/sasb/iccom/120913mins.pdf>

Motion to approve (Howard); Second (Yatin). No objections to unanimous approval.

4. New/Revised ICAIDs

- 4.1. IC13-009-01 Augmented Reality Directions and Standards:
<https://ieee-sa.centraldesktop.com/p/eAAAAAADGNgAAAAACJr5KY>

Presented by B.C. Biermann, submitter. Some discussion and editing took place per input by ICCom members. Motion to recommend approval of the version as edited during the meeting (Howard); Second (David). No objections to unanimous approval.

4.2. IC09-001-02 Computer Security Group (ICSG):

Status report: <https://ieeesa.centraldesktop.com/p/eAAAAAADKAOAAAAADmFhxQ>

Revised ICAID: <https://ieeesa.centraldesktop.com/p/eAAAAAADKAAAAAADc2O3E>

The submitter of the ICAID was unable to join the meeting via teleconference. It was decided to defer a decision until the submitter was able to be present to answer any questions.

5. Activity Terminations

No requests for activity terminations to report/discuss at this meeting.

6. IC Program Metrics and Activity Status Reports

6.1. IC Program Metrics:

<https://ieeesa.centraldesktop.com/p/eAAAAAADGOCAAAAEIvjGc>

Jim presented the metrics of IC and asked if there are any other measures to be monitored or comments on the existing process. It was noted that the count of opportunities investigated may have some duplication/overlap as some may be investigated multiple years. A question was raised as to whether or not there is a practical saturation level or limit (staff-related) to the number of activities that can be simultaneously operating. It was noted that some activities require more support than others. Some questions arose during the discussion: Can we identify which is which? How can we grow the opportunity pipeline? Is there marketing support? It was requested that we keep track of whether or not we are leveraging the activities into standards, additional SA membership, and other soft/qualitative metrics. No specific additional metrics were identified at this time.

6.2. Activity Status Reports:

<https://ieeesa.centraldesktop.com/p/eAAAAAADGOFAAAAAGW7QrQ>

IC12-006 IEEE Actionable Data Book for STEM Education (Tyde Richards). A question was raised over the possibility of grants. It was noted that ICCom can not control grant oversight. It was noted that the matter is elaborate but staff can look into it. The staff point of contact was identified as Noelle.

IC13-008 Next Generation Ethernet Passive Optical Network (NG-EPON). David Law reported that the ICCom mechanism is working very well for this effort.

IC13-002 Electric Vehicle Wireless Power Transfer. Sam reported that the activity has a number of meetings and events scheduled for this year, including a driving

event at Clemson University (CU-ICAR), and coordination with the Ethernet and IP @ Automotive Technology Day event.

7. Activity P&P Reviews

- 7.1. ICCom policy with respect to IC Activity P&P reviews
- 7.2. IC13-004 IEEE-SA Ethernet & IP @ Automotive Technology Day:
<https://iee-sa.centraldesktop.com/p/eAAAAAADGRzAAAAAGgyjWU>
- 7.3. IC13-003 Convergence of Smart Home and Building Architectures:
<https://iee-sa.centraldesktop.com/p/eAAAAAADGatAAAAABr6uLw>
- 7.4. Baseline IC Activity P&Ps: Finalization and approval process

Now that there are activity P&Ps submitted to ICCom, what role does ICCom play/want to play in their approval? In the ICCom Operations Manual Section 4.2 it says that ICCom needs to approve the P&Ps for activities that do not have a sponsoring committee. What AudCom-like process is needed? There are two main cases to consider: sponsoring committee has AudCom approved P&Ps, or sponsoring committee does not. Since IC activities are authorized IEEE activities, we need to review their P&Ps.

What if the activities are conferences which do not have Sponsor P&Ps? Should we require all IC activities to use the ICCom baseline P&Ps? Until now, if an activity is overseen by a sponsoring committee, that committee's rules apply. It was recommended that the ICAID be revised to ask the question, "Will you be operating under AudCom approved P&Ps?" If not, ICCom would want the activity to develop its own P&Ps based on the ICCom provided template.

Motion (David); Second (Howard): To amend the ICCom Operations Manual (and ICAID) to require each IC activity to use either an AudCom approved P&P (supporting documentation needs to be provided to ICCom) or an ICCom approved P&P.

No objections to unanimous approval.

Is P&P approval in the ICCom charter? The ICCom Operations Manual indicates ICCom is to approve the P&Ps of activities.

The discussion then moved into the process for reviewing P&Ps, as the P&Ps for two activities have been submitted. It was suggested that a Review Committee be established with at least 2 ICCom members whenever there is a P&P submitted. This mirrors the AudCom process.

It was suggested that an Ad Hoc be established to develop a review process including a checklist, so that consistent results are obtained. Yatin will chair the Ad Hoc, with David, Howard, Jim and Sam participating. The Ad Hoc will also review the two P&Ps that have been submitted, as test cases for the review process. A 30-day review process is desired.

The question was asked whether the approval of P&Ps would have to go to the Standards Board. The answer is yes. ICCom can recommend approval, but the actual approval will normally go through the SASB consent agenda. Again, this mirrors the AudCom process.

8. ICCom Ad Hoc on Conferences

- Ad Hoc Chairs' report – Alex Gelman and Yu Yuan:
<https://iee-SA.centraldesktop.com/p/eAAAAAADLGnAAAAAGpBqw0>
- Draft IEEE-SA Operations Manual Text for Conferences Governance:
<https://iee-SA.centraldesktop.com/p/eAAAAAADLG2AAAAAEmAJto>
- Draft IEEE-SA Conferences Policies and Procedures:
<https://iee-SA.centraldesktop.com/p/eAAAAAADLG4AAAAAEYv8p8>
- Draft IEEE-SA Baseline Conference Steering Committee Charter:
<https://iee-SA.centraldesktop.com/p/eAAAAAADLHFAAAAAHjdmxw>

Alex presented the slides that outlined the work done to date. The Ad Hoc recommended that the Ad Hoc be disbanded, and that the Board of Governors should establish a Conference Committee designed to provide oversight to conference-like activities in IEEE-SA.

There was discussion following that included comments: Are we ready to act? Is there enough business value to warrant this work? There are other conferences that we could acquire, but the existing structure is inadequate and oversight is needed for existing conferences. We do have some structures in place that may be adequate on a number of levels. Lack of oversight, not structure/process, was the primary issue with the SIIT conference. There are three conferences at present: SIIT, Ethernet & IP @ Automotive Technology Day, and EDA Interoperability Symposium. Connected Vehicles also wants to hold a conference. Who do they approach?

There needs to be socialization of the idea with the BoG. The concept needs to be reviewed and buy-in from the BoG is needed.

Staff needs to fold this into the strategic development work (business development work and marketing).

The Ad Hoc was thanked for their work and their documents. Adam and the Business Development team will review and come back with proposed next steps at the next ICCom meeting. This concludes the work of the Ad Hoc on Conferences. Staff now has the action item going forward.

9. ICCom Ad Hoc on IPR

- Ad Hoc Chair's report – David Law
- IC Activity Contribution Permission Request Form:
<https://iee-SA.centraldesktop.com/p/eAAAAAADLHIAAADQZrwa>

- IC Activity Contribution Permission Response Form:
<https://iee-sa.centraldesktop.com/p/eAAAAAADLHJAAAAAEp6cVE>

David presented the forms created by the Ad Hoc for requesting and receiving permission to use copyrighted material in IC activity Work Products. These forms were accepted and will be provided to staff.

- Draft IEEE-SA Standards Board Operations Manual Commercial Terms and Conditions:
<https://iee-sa.centraldesktop.com/p/eAAAAAADLHNAAAAAGFGSdI>

On the question of whether or not company/product names can be listed in IC activity Work Products, David provided some suggested changes to the IEEE-SA Standards Board Operations Manual, Section 6.2. It was indicated that stronger language is needed, but we also need to allow the IEEE-SA's own warranty statements and other terms and conditions to be included on the Work Products. The Ad Hoc was asked to continue working on Section 6.2 of the SASB OpsMan.

10. IC Activity Document Template – Sam Sciacca

- Template: <https://iee-sa.centraldesktop.com/p/eAAAAAADKMSAAAAABXdtL8>

Sam presented the document template created by IEEE-SA Publications staff. This template will be mandatory for all IC Work Products, and it addresses the matters of disclaimers and copyright. It will also provide a uniform, professional appearance for Work Products. Publications also intends to provide quality control and editing support towards that goal.

A second template, for larger bodies of work, will be forthcoming.

11. New business

- 11.1. IC Program Marketing Communications Plan Discussion – Georedna Brown:
<https://iee-sa.centraldesktop.com/p/eAAAAAADK-hAAAAAE4FOMY>

Georedna gave a presentation on the marketing activities and plans for Industry Connections. The Marketing Plan will be completed in mid-April. A separate one-hour marketing call within the next month will be scheduled for the Chair and anyone on ICCom who is interested (date and time TBD).

12. Next meeting

- 10 June 2014, Piscataway, NJ

13. Adjournment (12:13 PM)

