

**IEEE-SA Standards Board**  
**Industry Connections Committee (ICCom) Minutes**  
**25 May 2012, 11:00a-12:00p (USA Eastern)**  
**Teleconference**

**1. Call to order; Roll call (11:06 AM)**

**Members Present:** John Kulick (ICCom Chair), Howard Wolfman, Yatin Trivedi, Yu Yuan, David Law, Alex Gelman, Oleg Logvinov

**Members Absent:** Wael Diab

**Staff:** Jim Wendorf, Dave Ringle, Sam Sciacca

**2. Approval of agenda** as amended (added 6.1, Website Update)  
(unanimous consent)

**3. Approval of previous minutes (18 May 2012)** as amended  
(adjourn at 11:50 AM) (unanimous consent)

**4. ICCom Operations Manual: Status update and review**

Ad Hoc met (Howard, Jim, John, and Sam). Points that were made in that meeting and during this meeting of ICCom:

- IC Activity Register: Term may be a bit too strong, but there is agreement by the ICCom members that some way to track activities is needed
- Language in Section 5 needs to coordinate/agree with ICAID form (example: ICAID Submitter vs Chair)
- ICCom or SASB Rejection of ICAID – follow the model used by NesCom/RevCom/AudCom of appointing a mentor to assist the ICAID members in addressing deficiencies or ICCom/SASB concerns.
- ICAID submittals will use a revision designation for tracking
- Alex raised concern over the use of the term “appeals”. Better term might be complaints or objections, connoting a less formal/legal stature than appeals. Consequently, Ops manual should not point to SASB Ops manual appeals section. David Law noted that complaints/objections should be constrained to process vs technical content.

IC activity P&Ps – discussion on the need. Following points were made and generally accepted by the group.

- P&Ps need to have flexibility, reflecting the wide range of activities which may occur under the IC program. Depending on the activity, may need to create bespoke P&Ps to meet their needs.
- A single baseline P&P which can be universally applied is a challenge due to the wide range of potential activities.
- IC activities which initiate/operate under an established sponsor would be expected to employ the P&Ps of that sponsor.
- AudCom review of IC activity P&Ps, while attractive in principle, may not be desirable as Audcom's perspective is uniquely that of a standards-making organization. Many IC activities may never undertake standards development.
- IC activities may be initiated and approved without approved P&P in place, but this should be a defined and limited amount of time. 3 months of operation without approved P&Ps was discussed as a reasonable constraint with general consent by the ICom members that a 3 month timeframe was in the ballpark.
- ICAID form will need a statement regarding the P&P to be used/developed.

## **5. ICAID form: Status update and review**

Jim indicated that entity and individual ICAID forms will be merged into a single document with selections of the appropriate option.

## **6. New business**

### **6.1. Website Update**

ICom is now mentioned on the Governance area. Minutes and agendas of meetings will be posted here. IC Program also has its own area. Discussion took place as to when ICAID should be posted in the Program area. Consensus was that only approved ICAIDs would appear here, similar to NesCom/PAR practices.

## **7. Next meetings:**

### **7.1. 08 June 2012: 8:00a Beijing, face-to-face with teleconference**

1 hour F2F in Beijing with Teleconference. Teleconference invitations have already been sent out with the appropriate date/time zones reflected: Beijing – June 8, 8:00 AM, New York – June 7, 8:00 PM. Facilities have been arranged through Mary Ellen Hanntz.

### **7.2. Future meeting schedule**

For future meetings, it is desirable that these take place in conjunction with the SASB series, but not on the day of the SASB Board Meeting. Suggestions were made that the time slot immediately after PatCom would be available as PatCom has been relatively light in activity. Dave Ringle will schedule future ICom meetings accordingly.

## **8. Adjournment (12:10 PM)**