

IEEE SA Standards Board Audit Committee (AudCom)

DRAFT Meeting Minutes

24 September 2024

9:00 a.m. - 12:15 p.m. UTC +3

Athens, Greece and Webex

Members:

Kevin Lu, Chair
Sara Biyabani
Doug Edwards
Travis Griffith
Guido Hiertz
Tyler Jaynes
Thomas Koshy
Joseph Levy
Howard Li
Haiying (John) Lu
Daleep Mohla
Annette Reilly
Jon Rosdahl

Members Absent:

Daidi Zhong

Guests:

Hassan Abouseada
Periklis Chatzimisios
Qingyin Chen
James Gilb
Latonia Gordon
Ron Hotchkiss
Yousef Kimiagar
David Law
Rui Li
Xiaohui Liu
Robby Robson
Claire Topp, IEEE Outside Legal Counsel
Mehmet Ulema
JiaJing Wang
Lei Wang
Sha Wei
Don Wright
Yuhong Zhu

IEEE Staff:

Christy Bahn
Teresa Belmont, Administrator
Ahsaki Benion
Matthew Ceglia
Karen Evangelista
Jonathan Goldberg
Jodi Haasz
Yvette Ho Sang
Patrycja Jarosz
Soo Kim
Michael Kipness
Vanessa Lalitte
Jiajia Liu
Karen McCabe
Christian Orlando
Dave Ringle
Heather Robinson
Rudi Schubert
Tom Thompson
Malia Zaman
Meng Zhao

[Unless otherwise noted, all votes are unanimous]

1. CALL TO ORDER AND INTRODUCTIONS

Chair Kevin Lu called the meeting to order at 9:00 a.m. UTC +3. There was a round of introductions. It was noted that the meeting was quorate.

2. REVIEW AND APPROVAL OF THE AGENDA

Following a review of the agenda, Chair Lu asked if there were any changes to the published agenda.

A motion was made (Jaynes) and seconded (Koshy) to approve the 24 September 2024 AudCom meeting agenda. In the absence of objection, the motion passed.

3. APPROVAL OF MINUTES OF THE 4 JUNE 2024 AUDCOM MEETING

A motion was made (Griffith) and seconded (Jaynes) to approve the [4 June 2024 AudCom meeting minutes](#). In the absence of objection, the motion passed.

4. P&P REVIEW**4.1 Status of Continuing Standards Committee P&P Review****4.1.1 IEEE Power and Energy Society/Electric Machinery (PE/EM)**

Daleep Mohla, Tyler Jaynes

The PE/EM P&P will continue under review and will move to the December 2024 AudCom agenda.

4.1.2 IEEE Power and Energy Society/Energy Development & Power Generation (PE/EDPG)*Howard Li, Daidi Zhong*

The PE/EDPG P&P will continue under review and will move to the December 2024 AudCom agenda.

4.1.3 IEEE Power and Energy Society/Substations (PE/SUB)*Daleep Mohla, Haiying Lu*

The PE/SUB P&P will continue under review and will move to the December 2024 AudCom agenda.

4.1.4 IEEE Vehicular Technology Society/Standards Development Board (VT/SDB)*Doug Edwards, Travis Griffith*

The VT/SDB P&P will continue under review and will move to the December 2024 AudCom agenda.

4.2. STATUS OF NEW STANDARDS COMMITTEE P&P REVIEW**4.2.1 IEEE Communications Society/Dynamic Spectrum Access Networks Standards Committee (COM/DySPAN-SC)***Tyler Jaynes, Annette Reilly*

The COM/DySPAN-SC P&P will continue under review and will move to the December 2024 AudCom agenda.

4.2.2 IEEE Computer Society/Blockchain and Distributed Ledgers (C/BDL)*Travis Griffith, Sara Biyabani*

The C/BDL P&P will continue under review and will move to the December 2024 AudCom agenda.

4.2.3 IEEE Computer Society/Data Compression Standards Committee (C/DC)*Daidi Zhong, Doug Edwards*

Motion: To recommend acceptance of the C/DC P&P. Upon vote, the motion passed.

4.2.4 IEEE Computer Society/Digital Content Technology Standards Committee (C/DCTSC)*Thomas Koshy, Sara Biyabani*

Motion: To recommend acceptance of the C/DCTSC P&P. Upon vote, the motion passed.

4.2.5 IEEE Computer Society/Smart Manufacturing Standards Committee (C/SM)*Guido Hiertz, Howard Li*

Motion: To recommend acceptance of the C/SM P&P. Upon vote, the motion passed.

4.2.6 IEEE Consumer Technology Society/Smart Devices Standards Committee (CTS/SDSC)*Thomas Koshy, Jon Rosdahl*

Motion: To recommend acceptance of the CTS/SDSC P&P. Upon vote, the motion passed.

4.2.7 IEEE Engineering in Medicine and Biology Society/IEEE 11073 Standards Committee (EMB/11073)*Annette Reilly, Joseph Levy*

The EMB/11073 P&P will continue under review and will move to the December 2024 AudCom agenda.

4.2.8 IEEE Vehicular Technology Society/Automated Vehicles Standards Committee (VT/AVSC)*Guido Hiertz, Thomas Koshy*

Motion: To recommend acceptance of the VT/AVSC P&P. Upon vote, the motion passed.

4.2.9 IEEE Vehicular Technology Society/Intelligent Transportation Systems (VT/ITS)*Joseph Levy, Haiying Lu*

Motion: To recommend acceptance of the VT/ITS P&P. Upon vote, the motion passed.

4.3. STATUS OF CONTINUING WORKING GROUP P&P REVIEW**4.3.1 IEEE Communications Society/Unmanned Aerial Vehicles Communications Standards Committee/Autonomy for Unmanned Aircraft System (COM/AerCom-SC/AUASWG)***Doug Edwards, Sara Biyabani*

Motion: To deem without issue the COM/AerCom-SC/AUASWG P&P. Upon vote, the motion passed.

4.4. STATUS OF NEW WORKING GROUP P&P REVIEW**4.4.1 IEEE Computer Society/Design Automation/Security Annotation for Electronic Design Integration (Individual) (C/DA/SA-EDI-IND)***Travis Griffith, Thomas Koshy*

Motion: To deem without issue the C/DA/SA-EDI-IND WG P&P. Upon vote, the motion passed with one abstention.

4.4.2 IEEE Computer Society/Software & Systems Engineering Standards Committee (C/S2ESC)/Common*Haiying Lu, Daidi Zhong*

Motion: To deem without issue the C/S2ESC/Common WG P&P. Upon vote, the motion passed.

4.4.3 IEEE Magnetics Society/Magnetics Society Standards Committee (MS/MagSoc-SC)/Common*Howard Li, Joseph Levy*

Motion: To conditionally deem without issue the MS/MagSoc-SC WG P&P. Upon vote, the motion passed. The condition has been met.

4.4.4 IEEE Power Electronics Society/Standards Committee (PEL/SC)/Common*Travis Griffith, Daidi Zhong*

The PEL/SC/Common WG P&P will continue under review and will move to the December 2024 AudCom agenda.

4.4.5 IEEE Power and Energy Society/Switchgear (PE/SWG)/Common

Travis Griffith, Annette Reilly

Motion: To deem without issue of the PE/SWG/Common WG P&P. Upon vote, the motion passed.

4.4.6 IEEE SA Board of Governors/Distributed Generation, Energy Storage and Interoperability Standards Committee (BOG/SC21)/Common

Jon Rosdahl, Tyler Jaynes

The BOG/SC21 Common WG P&P will continue under review and will move to the December 2024 AudCom agenda.

5. OLD BUSINESS

None

6. NEW BUSINESS

6.1. Request for Standards Committee Recognition

6.1.1. IEEE Computer Society/Digital Content Technology Standards Committee (C/DCTSC)

Motion: To recommend that the SASB recognize the IEEE Computer Society/Digital Content Technology Standards Committee, to be abbreviated as C/DCTSC, as an official Standards Committee, by IEEE SASB Bylaws 5.2.2. Upon vote, the motion passed.

6.1.2. IEEE Instrumentation and Measurement Society/TC3 Condition Monitoring & Fault Diagnosis Instrument (IM/CM&FDI)

Motion: To recommend that the SASB recognize the IEEE Instrumentation and Measurement Society/TC3 – Condition Monitoring & Fault Diagnosis Instrument, to be abbreviated as IM/CM&FDI, as an official Standards Committee, in accordance with IEEE SASB Bylaws 5.2.2. Upon vote, the motion passed.

6.2 Residual Baseline Errors

Tyler Jaynes reviewed his slides on various questions of potential errors within the baseline P&Ps. A discussion took place on whether there were any errors in the baselines. It was determined that no edits are needed within the baselines at this time.

In addition, a discussion took place on the automation tools for drafting P&Ps.

Action item: Staff will provide feedback on automation tools for drafting P&Ps at the December meeting.

6.3 Discussion on Redline/Track Changes

This item was moved to the 10 December 2024 AudCom meeting.

6.4 AudCom Conventions and FAQ update

Teresa will review the Conventions and FAQs to ensure that they align with the 2024 baselines.

Action item: Teresa will share a track change version of the conventions and FAQs prior to the December meeting for AudCom members to review.

7. DATE OF NEXT MEETING

The next meeting of AudCom will be a hybrid meeting in Bridgewater, NJ (USA) and via Webex. The meeting will take place on 10 December 2024.

8. ADJOURNMENT

The meeting was adjourned at 12:15 p.m. UTC+3.