

**IEEE SA STANDARDS BOARD PROCEDURES COMMITTEE (ProCom)**  
**DRAFT MEETING MINUTES**

**24 March 2026**

**Bridgewater, New Jersey, USA and Webex/Teleconference**  
**1:15 p.m. – 3:30 p.m. ET (UTC-4)**

**Attendees**

**Members Present:**

Jon Rosdahl, Chair  
Edward Au  
Doug Edwards  
Ramy Fathy  
Deborah Hagar  
Guido Hiertz  
David Law  
Keith Waters

**Members Absent:**

Sha Wei

**IEEE Staff:**

Jennifer Allen  
Christy Bahn  
Teresa Belmont  
Jennifer Biolsi  
Kim Breifelder  
Matthew Ceglia  
Chinmae Deshmukh  
Karen Evangelista  
Jon Gaughran  
Josh Gay  
Jonathan Goldberg  
Dalisa Gonzalez  
Lloyd Green  
Yvette Ho Sang  
Soo Kim  
Michael Kipness  
Vanessa Lalitte  
Sandra Maru

Karen McCabe  
Suzanne Merten  
Erin Morales  
Karen Mulberry  
Christian Orlando  
Indu Porwal  
Dave Ringle, Administrator  
Heather Robinson  
Kierra Rudolph  
Jennifer Santulli  
Rudi Schubert  
Anand Sudhakar  
Malia Zaman  
Tony Zertuche

**IEEE Outside Legal Counsel:**

Claire Topp – Dorsey & Whitney LLP

**Guests:**

Evelyn Chen  
Xiaofeng Chen  
Nehad El-Sherif  
James Gilb  
Latonia Gordon  
Mark Hantel  
Kihu Kibe  
Joseph Levy  
Johnny Lin  
Meng Lu  
Hiroshi Mano  
Daleep Mohla  
Yukimasa Nagai  
Rajesh Nighot  
Glenn Parsons  
Annette Reilly  
Robby Robson  
Alex Silverman  
Dorothy Stanley  
Di Wang  
Lei Wang

John Webb  
Lei Yan  
Basak Yuksel

1 CALL TO ORDER

Chair Rosdahl called the meeting to order at 1:15 p.m. ET (UTC-4).

2 INTRODUCTIONS

There was a round of introductions.

It was noted that the meeting was quorate.

3 APPROVAL OF [AGENDA](#)

**There was a motion to approve the agenda. In the absence of objection, the motion was approved.**

4 APPROVAL OF THE 17 DECEMBER 2025 ProCom [MINUTES](#)

**There was a motion to approve the 08 December 2025 ProCom meeting minutes and the 17 December 2025 ProCom meeting minutes. In the absence of objection, the motion was approved.**

5 APPROVAL OF THE 08 DECEMBER 2025 ProCom [MINUTES](#)

See item 4.

6 OLD/UNFINISHED BUSINESS

6.1 SASB Member Ballot [Comments](#) – Information

6.1.1 [Proposed Updates](#) to the SASB OpMan RE: Normative and Informative  
– Rosdahl

The Chair role was passed to David Law for this agenda item.

Jon Rosdahl reviewed the proposed updates.

Feedback was received from the ProCom Members.

An ad hoc will be formed to review the proposed updates and related feedback and is expected to report to ProCom at the June 2026 ProCom meeting.

The ad hoc is open to IEEE SA BOG Members, IEEE SASB Members, the 2025 ProCom Chair, and IEEE SA staff.

Interested parties were asked to notify the ProCom Administrator by 31 March.

7 NEW BUSINESS

- 7.1 [Proposed Updates](#) to the SASB OpMan RE: Officer Affiliations  
– Sudhakar/Ho Sang/Morales

The Chair role was passed back to Chair Rosdahl.

Anand Sudhakar reviewed the proposed updates.

Feedback was received from the ProCom Members.

No ad hoc was formed, but supporters of proposed updates are encouraged to consider the feedback received and to bring an updated proposal to a future ProCom meeting.

8 [NEXT MEETING](#)

The next ProCom meeting will be scheduled to occur on 02 or 03 June 2026 and will be held in Tokyo, Japan.

9 ADJOURNMENT

There being no further business, the meeting was adjourned at 3:12 p.m. ET (UTC-4).