

Proposed Resolutions for IEEE 802 LMSC Policy and Procedure Revision Ballot
on
WG Voting Procedures

From: Matthew Sherman, LMSC Vice Chair

To: LMSC Executive Committee

Date: 3/16/2005

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Purpose: Clarify WG Voting (and balloting) procedures

Rationale for proposed change:

Numerous issues have been raised with our current WG Voting procedures including:

- Are abstentions counted in the denominator when tallying votes
- Must the full WG membership be reflected in the denominator of electronic ballots
- Numerical vote tallies are required for all matters brought before the EC
- Level of approval required for procedural votes
- Directed Positions for Procedural Issues

This ballot addresses those issues.

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Proposed Change:

Revise the LMSC P&P according to the following revised text (based on the July 04 P&P revision 1):

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7.2.4.1 *Chair's Function*

The Chair of the Working Group decides procedural issues but may allow procedural motions. The Working Group members and the Chair decide technical issues by vote. The Working Group Chair decides what is procedural and what is technical.

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7.2.4.2 Voting

There are two basic types of votes in the Working Group. These are votes at meetings and votes by letter ballot. In addition, special rules apply for roll call votes at meetings.

7.2.4.2.1 Voting at Meeting

A technical vote is carried by a 75% approval of those members voting “Approve” and “Do Not Approve”. Procedural motions (when allowed) are determined in accordance with parliamentary procedures. No quorum is required at WG meetings held in conjunction with the Plenary session. A quorum is required at other Working Group meetings. A quorum is a majority of the Working Group members. Numerical vote tallies must be taken on all Working Group business that requires EC approval.

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7.2.4.2.2 Voting by Letter Ballots

Letter ballots shall be conducted by electronic means. Voting on a letter ballot is the same as voting at meetings except:

The WG Chair decides what matters (aside from Draft Standards) are balloted

The response time shall be a minimum of fifteen days.

Approval requires that a majority of the WG members vote (approve, do not approve, or abstain).

7.2.4.2.2.1 Letter Ballots on Draft Standards

The decision to forward a draft standard or a revised standard to the EC for Sponsor Ballot must be ratified by a letter ballot.

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The ballot shall contain three choices:

- Approve. (May attach non-binding comments.)
- Do Not Approve. (Must attach specific comments on what must be done to the draft to change the vote to “Approve”.)
- Abstain. (Must include reasons for abstention.)

A 75 percent approval of the Working Group letter ballot is necessary with a majority of the members voting. Subsequent confirmation ballots to the Sponsor Ballot Group do not require Executive Committee approval.

The Working Group Chair determines if and how negative comments in an affirmative letter ballot are to be resolved. Normally, the Working Group meets to resolve the negative comments or assigns the task to a ballot resolution group.

There is a recirculation requirement. For guidance on the recirculation process see subclause 5.4.3.2 Resolution of comments, objections, and negative votes in the IEEE-SA Standards Board Operations Manual.

The letter ballot shall be conducted by electronic means. The response time shall be a minimum of thirty days. However, for recirculation ballots, and for letter ballots not related to the submission of draft standards, the response time shall be at least fifteen days.

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Submission of a draft standard or a revised standard to the Executive Committee must be accompanied by any outstanding negative votes and a statement of why these unresolved negative votes could not be resolved.

7.2.4.2.3 Roll Call Votes

A roll call vote may be held at the discretion of the chair.

A roll call vote may be called for by any member of the group, without obtaining the floor, at any time after the question has been put, even after the vote has been announced and before another motion has been made. The call does require a second, but cannot be debated.

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Upon a call for a roll call vote, the chair shall proceed according to these three options.

1. The chair may hold the vote
2. The chair may hold a vote on the question of whether to hold a roll call vote. This vote must achieve approval greater than 25% of the members voting to pass. This vote is not subject to a roll call vote.
3. The chair may refuse the request for a roll call vote if this privilege is being abused by members repeatedly calling for a roll call vote. The chair shall allow both the majority and minority reasonable and fair use of the roll call vote.

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Each roll call vote and call for a roll call vote shall be recorded in minutes of the meeting. For each roll call vote, the minutes shall include each member's name, vote, and the final result of the roll call vote. For each call for a roll call vote, the minutes shall include:

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- i. The name of the requestor.
- ii. The decision of the chair on the request and the results of the vote on whether to hold the roll call or the reasons of the chair for denying the roll call vote.

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9.3 **Procedure for Establishing a Directed Position**

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Members of the LMSC Executive Committee have a responsibility to act in the best interest of the LMSC as a whole. Working Group Chairs have a responsibility to represent their Working Group on the Executive Committee. At times these responsibilities are in conflict with each other.

Decisions of a Working Group may be of such a nature that the Working Group members deem it necessary to "Direct" the Working Group Chair to vote a specific way on Executive Committee motions related to a Working Group decision. When directed, through the process described below, the Working

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Group Chair shall vote as mandated by the Working Group resolution for the specified subject on any formal vote(s) in the Executive Committee. It would be anticipated that the use of a directed (i.e., instructed) vote is an exceptional situation and, hence, used infrequently, (e.g., critical PAR votes, formation of new Working Groups and Study Groups).

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Working Group developed positions are not to be considered as automatic "Directed Positions." After a Working Group motion has been passed that establishes the Working Group's position, a separate Directed Position motion is required to make that Working Group Position a Directed Position. A Direction Position motion follows the voting procedures outlined in subclause 7.2.4.2 (Voting) but always requires 75% approval to pass (whether technical or procedural). A Directed Position motion applies only to a specific, bounded, Working Group issue that is to be brought before the Executive Committee. Directed Position motions may not be combined, nor may any procedure be adopted that diminishes the extraordinary nature of establishing a "Directed Position."

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The Working Group Chair, however, has the freedom to express other views in an attempt to persuade members of the Executive Committee to consider them, however, such views shall be identified as distinct from and not the formal Working Group Directed Position. The Working Group Chair is required to disclose to the Working Group his/her intent to offer a position contrary to a Directed Position. When presenting a Directed Position to the Executive Committee, the Working Group Chair is obligated to present and support the Working Group's Directed Position Motion with voting results, along with pros and cons behind the motion.

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