



19 October 2005

Jerry Upton
Chair, IEEE 802.20
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Dear Jerry,

We the undersigned members and observers of IEEE 802 WG 20, noted during the September 2005 meeting, and as subsequently recorded in the DRAFT minutes that, *“the chair presented an updated Work Plan and Project Development Schedule as an update to PD-07r1. The update was discussed and noted by the group. The update is in Appendix D.”*

Our concern is that this previously approved WG document from the November 2004 meeting was modified significantly. There was no time allocated for review or discussion nor was a vote taken to determine if the WG accepted the changes to the schedule. The WG Chair simply presented it and declared it approved. The document has been posted to the 802.20 web site as a defacto schedule.

Section 2.3.10.1 of the IEEE 802.20 Policies and Procedures developed by the WG 802.20 chair do not indicate that it is the purview of the Chair to unilaterally make changes to voted on and approved documents without taking an additional vote of the members. Since this document was listed in the minutes as only “noted” by the members present it is inappropriate to declare it an approved WG document. Guidance on the process is found in Robert’s Rule of Order where the discussion on what the requirements for amending a previously adopted motion is.

As result of this improper action a Work Plan and Project Development Schedule was presented as an approved document. Subsequently the Technology Selection Process (TSP) was not given due consideration of the changes that had been made in the schedule. Because of the short time frame indicated in the non-approved version of the Work Plan and Project Development Schedule. Kyocera has raised a concern specifically on the approval of the TSP document, which concern we also fully share.

The unapproved Work Plan and Project Development Schedule have made it impossible for some who wish to make proposals to comply with the aforementioned unapproved schedule. Particularly because proposals are required to be submitted with an unusually large amount of supporting material such as simulations and the first draft of the standard as it would be if that proposal were approved.

We request that the chair remove the document, with the changes, from the 802.20 web site. If the membership so desires, it may be added to the agenda for the upcoming



meeting for discussion. This action is appropriate given the impact of the Work Plan and Project Development Schedule on the WG and its members. Until and unless that Work Plan and Project Development Schedule is approved any action resulting from that schedule should also be invalidated.

This matter is extremely serious and we are prepared to escalate the matter to the 802 Sponsor Executive Committee according to their guidelines, should we be unable to resolve the issue otherwise. Our understanding of the deadline for filing the appeal is this Friday therefore we request your response prior to that date. We would prefer to resolve this matter in an amiable manner. We are available for a conference call to discuss the matter further if you so desire. However, if we do not manage to solve the issue to our satisfaction by the deadline, we will assume that it cannot be solved at WG level, and we will proceed with an appeal.

Sincerely,

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