

1 **Proposed IEEE 802 LMSC Policy and Procedure Revision Ballot**
2 **in response to**
3 **AudCom**
4

5 **From:** Matthew Sherman, LMSC Vice Chair

6 **To:** LMSC Executive Committee

Date: 11/17/2006

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8 **Duration:** Till XXX, 2006
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10 **Purpose:** Address objections from IEEE SA AudCom concerning the current LMSC P&P
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12 **Rationale for proposed change:**
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14 The current LMSC P&P has been ‘Not Accepted’ by AudCom, and IEEE SA has requested that we
15 modify our P&P in response to the objections expressed. The specific areas of concern included:
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- 17 1. A better description of the rights of the participants and due process.
 - 18 2. A clarification of the responsibilities of the Chair.
19 This should closely follow the definition in section 3.4 of the Baseline P&P.
 - 20 3. The lack of requirement to act in accordance with the IEEE Code of Ethics.
21 This requirement for conduct should be added to the P&P.
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23 Another issue identified was:

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25 “the separation of the EC functions as the Sponsor and the Working Group
26 leadership functions is not yet complete and confusing”
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28 Finally AudCom seemed unsure which LMSC P&P sections corresponded to the material in sections
29 9.3-9.4 of the Model Sponsor P&P and proxy voting was not addressed.
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31 The revisions to the LMSC P&P included in this document address these concerns and issues.
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34 **Editorial instructions are highlighted in Pink.**
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Proposed Changes:

Changes presented here are against the LMSC P&P Revised effective January 4, 2006

7.2.2.1 WG Chair

The Chair has the following responsibilities:

- a) Decide which matters are procedural and technical
- b) Decide procedural matters
- c) Place technical issues to a vote by WG members
- d) Lead the participants according to all of the relevant policies and procedures
- e) Entertain motions, but not make motions
- f) Delegate necessary functions as needed
- g) Set goals and deadlines and adhere to them
- h) Prioritize objectives to best serve the group and the goals
- i) Seek consensus of the Sponsor if required as a means of resolving issues

The Chair also shall also:

- j) Be objective
- k) Not bias discussions
- l) Ensure that all parties have the opportunity to express their views
- m) Be knowledgeable in IEEE standards processes and parliamentary procedures

7.2.2.2 WG Vice Chair

The Vice-Chair shall carry out the Chair's duties if the Chair is temporarily unable to do so or chooses to recuse him- or herself (i.e., to give a technical opinion). More than one

7.2.2.3 WG Secretary

The Secretary shall:

- a) Distribute the agenda at least 14 calendar days before meetings.
- b) Record and publish minutes of each meeting within 60 calendar days of the end of meeting.

~~7.2.4.1 Chair's Function~~

~~The Chair of the Working Group decides procedural issues. The Working Group members and the Chair decide technical issues by vote. The Working Group Chair decides what is procedural and what is technical.~~

8.4 Conduct

It is expected that participants in LMSC activities shall behave in a professional manner at all times. Participants shall demonstrate respect and courtesy towards officers and each other, while allowing participants a fair and equal opportunity to contribute, in accordance with the IEEE Code of Ethics.

9.2 Proxy voting

Proxy voting is not permitted within LMSC.

12. Appeals

The LMSC recognizes the right of appeal. Both technical and procedural appeals may be made. Every effort should be made to ensure that impartial handling of complaints regarding any action or inaction within LMSC is performed in an identifiable manner. Appeals are achieved either using processes defined in WG/TAG P&P, or as defined in subclause 7.1.6.

10.2 External Communication

Except as detailed in section 10.5, inquiries to the LMSC from outside of LMSC should be directed to the Chair of LMSC, and members should so inform individuals who raise such questions. All replies to inquiries shall be made through the LMSC Chair.

10.3. Public statements for standards

All public communications from within LMSC shall comply with the policies of the IEEE-SA Standards Board Operations Manual.

10.4. Informal communications

Informal communications shall not imply that they are a formal position of the IEEE, the IEEE-SA, LMSC, or any subgroup of LMSC.

Renumber the current P&P section 14 as section 10.5.

Renumber other P&P sections in accordance with these changes and adjust any cross references as required.