**IEEE Technical Activities Committee on Standards
Draft Minutes (revision 01)**

Wednesday, February 20, 2019, 12:00 PM Eastern time
WebEx Call

1. **Call to Order -** This meeting was called to order by the Chair, Paul Nikolich, at 12:00 PM Eastern time.
2. R**oll Call, Voting status of the members, and Establish Quorum -** Chair conducted the roll call. According to the table below showing the voting status, with 5 voting members in attendance out of 7 voting members, quorum is achieved. Attendance total is 9.

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| **Voting Members** | **Attendance** | **Voting Status** |
| Paul Nikolich, Chair | **X** | **X** |
| Hermann Koch |  | **X** |
| Roger Fujii |  | **X** |
| Tarek El-Bawab |  | **X** |
| Yu Yuan | **X** | **X** |
| Bob Munzer | **X** | **X** |
| Alex Gelman | **X** | **X** |
| **Non-Voting Members** |  |  |
| Steve Dukes | **X** |  |
| Christina Schober |  |  |
| Christine Miyachi |  |  |
| Robert Fish |  |  |
| **Corresponding Members (non-voting)** |  |  |
| Siri Jodha S Khalsa | **X** |  |
| Alistar Duffy | **X** |  |
| Vikass Monebhurrun | **X** |  |
| Avram Bar-Cohen |  |  |
| Robby Robson |  |  |
| Daleep Mohla |  |  |
| Riccardo Mariani |  |  |
| Jim Moore | **X** |  |
| Patrick McCarren | **X** |  |

3. **Agenda.** The below agenda was reviewed and approved without objection. The slide deck “20feb2019 TAB CoS preso rev01.1.pdf” was displayed via WebEx.

1) introductions
2) review TAB CoS mission, goals for 2019
3) current status and review progress made in 2018; follow up on action 2018 action items
4) identify specific 2019 tasks, schedule, solicit volunteers to carry out tasks
5) agree on a regular meeting schedule; my initial tentative request is that we have regular 2 hour meetings once every two months on the third Wednesday of the month.

4. **Introductions** – Paul Nikolich reviewed the committee membership list and allowed committee members to introduce themselves and their involvement with standards.

5. **Review Committee Scope –** Paul Nikolich reviewed the committee’s scope:

**To promote standards activities across Technical Activities (TA)**

-A few Societies have mature, active standards development communities
-There is significant untapped potential
-The goal is to educate and motivate all Societies and Councils to consider investing in standards related activities
-Why? Standards activities provide a proven path to advancing technology implementation, will attract industry and may have substantial impact to humanity (Existence proof: IEEE 802 LAN/MAN and Power Engineering families of standards.)

**To maintain the strategic alignment between Technical Activities and Standards Activities (SA) in IEEE**

-TA provides access to volunteers with technical expertise and global scope
-SA provides standards activity process, policy and oversight
-Better coordination between TA and SA will improve the yield of high quality, market relevant standards activities

6. **2019 Objectives**
A. *Stimulate standards activities within Societies and Councils*

Solicit standards activities proposals with the promise of seed funding (up to $10K per project) from SA Review RFP document. First deadline is 4/30/19.

There was discussion by the group on the RFP, new projects, consortiums, education, academic curriculum, new revenue, increasing the speed of developing standards.

**Action item:** RFP Response Evaluation (RRE) ad-hoc formed. The members are: Alex Gelman, Yu Yuan, Jim Moore.

**Action item**: Paul Nikolich to clarify evaluation process with SA President and TAB Vice President

B. *Encourage each Society and Council to develop a standards strategy and TA policy*

Discussion on this topic resulted in adding ‘develop objective performance metrics’ to this activity, as it will be crucial in evaluating current and future standards activities. This is in addition to creating a ‘recipe’ for establishing standards activities.

**Action item**: Establishing Standards Activities: Methodology & Metrics (ESAM) ad-hoc formed. The members are: Yu Yuan, Alex Gelman, Alister Duffy to create and evangelize the recipe, proposed TA bylaw changes.

C. *Increase Standards Process education within TA*

The joint EA/SA Standards Education Committee resource has instructional material to allow S/C better understand the process and value of standards development activities. SA will provide access to tutorial material.

**Action item:** Standard Process Education (SPE) ad-hoc formed. The members are: Roby Robinson, Tarek El-Bawab (pending confirmation).

1. *Develop strategies for a sustainable standards process.*

Address the continued issue of societies that have standards and do not receive compensation. Committee will propose and consider solutions. Ideas mentioned: taxing projects and charging meeting attendance fees.

**Action item:** Sustainable Standards Process (SSP) Ad-hoc formed. The members are: Alex Gelman, Yu Yuan, Steve Dukes – ad-hoc will identify S/C funding challenges for standards activities; (CES (Wahab) and ComSoc (Tarek) have made funding concerns known).

7. **Scope Mediation** – Request SPC approve the standards development scope mediation guidelines in S/Cs as proposed and authorize the creation of draft text for inclusion in TABS OpsMan. Action item: Paul Nikolich to work on this, project is 85% complete.

8. **Appeals Procedure.** Request SPC to make a motion in TAB to include in TAB OpsMan guidelines for establishment of appeals procedures for establishment of standards development sponsors.

9. **Professed Interest** – Professed interest category needs clarification and actions:
a) Need further definition of “professed interest category” and supporting rationale,
b) Engage SPC in recommending to TAB to include Professed Interest Category in Standards-Related TAB OpsMan text and authorize committee chair to create drafting committee,
c) Request IEEE-SA to include Professed Interest as a recognized category of participant in SA governance in the IEEE-SA governing documents
d) In guidelines for S/C sponsor set up and governance recommend S/C based sponsors introduce a Professed Interest category of participants in Sponsor P&Ps.

Alex Gelman raised a concern in bringing back an “expressed interest category in SA. Definition of expressed interest includes; professors, retirees, people with no patents with the best technical opinion. ComSoc recognizes professed interest for governing boards, not standards development.
**Action item:** Alex Gelman to take the lead on this.

9. **2019/2020/2021 Work Plan.** Nikolich to draft a work plan for CoS review by next meeting.

10. **TAB CoS Motions**. Nikolich to ensure appropriate CoS recommendations and/or motions are on appropriate upcoming TAB meeting agendas

11. **Next Meeting –** Patrick will send out a Doodle poll for the third week of March 2019. Committee will then meet April 2019 and then every even month.

12. **Ad-Hoc Leadership.** Ad-hocs are to recommend an individual to chair the ad-hoc to the CoS chair and are encouraged to meet separately and report to the committee.

13. **Adjournment** – Committee adjourned at 2:00 PM EDT.

**Appendix: Participants and Affiliations**

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| **Table 1 List of CoS Participants and their Affiliations** |
| **Voting Members** | **Attendance** | **Voting Status** | **Affiliations** | **Standards Participation** |
| Paul Nikolich, Chair | **X** | **X** | Self-employed consultant & investor. | TAB Representative to the TA Committee on Standards, Chair of the IEEE 802 LAN/MAN Standards SponsorMember of Standards Association Standards Board |
| Hermann Koch |  | **X** |  |  |
| Roger Fujii |  | **X** | Vice President (retired), Northrop Grumman Network Communications DivisionIEEE Computer Society (2016 President, 1st Vice President, Board of Governors)IEEE Signal Processing SocietyIEEE Communications SocietyIEEE Power and Energy SocietyIEEE Standards AssociationTAB Conflict Resolution ChairTAB FinCom memberFinancial Transparency Group ChairTAB Shared Service Center Model Ad Hoc Committee ChairTAB Presidents and Division Director ForumsIEEE Division VII Director (Board of Directors)IEEE N&A Committee memberIEEE EBCC memberIEEE Fellow Selection Committee memberIEEE Roles and Responsibilities Ad Hoc member (roles for President/BOD/Executive Director)IEEE Industry Advisory Committee memberIEEE IT Review Ad Hoc Committee memberIEEE Code of Conduct Committee memberIEEE USA Board of Directors | Vice President, Computer Society Standards Activity BoardIEEE Standard 1012 Working Group ChairHead of USA Delegation, ISO/IEC JTC1/SC7 International Software Engineering StandardsComputer Society Systems and Software Engineering Standards Committee |
| Tarek El-Bawab |  | **X** |  |  |
| Yu Yuan | **X** | **X** | IEEE Consumer Electronics SocietySenses Global Corporation | 2019 Member, IEEE TAB Committee on Standards2019-2020 Chair, IEEE Consumer Electronics Society Standards Committee2018-2019 Member, IEEE-SA Board of Governors2019 Member, IEEE-SA Standards Board Standards Review Committee (RevCom)2019 Member, IEEE-SA Standards Board Industry Connections Committee (ICCom) |
| Bob Munzer | **X** | **X** |  |  |
| Alex Gelman | **X** | **X** | CTO, NETovations, LLC - consulting, no current standards representations, no direct standards development activitiesChair, IEEE AccessCore-SCMember, IEEE CSS42 (representing ComSoc)Member and Acting Treasurer, IEEE COM/SDBMember, IEEE ComSoc Standardization Programs Development Board, primary responsibility: RRSACo-Chair, Standards Working Group, IEEE 5G and Beyond InitiativeVice Chair, IEEE-TA SPC Subcommittee on Standards (representing ComSoc)Member, IEEE-TA Conferences Committee (representing IEEE-SA)Member of Steering committee, IEEE Communications Standards Magazine | No involvement with other IEEE Standards ActivitiesNo involvement with non-IEEE Standards Activities |
| **Non-Voting Members** |  |  |  |  |
| Steve Dukes | **X** |  | Non-voting member and a TAB representative to the IEEE-SASB. Employed by Dreamerse Inc. Society affiliation; Computer, as my involvement as Vice Chair of the International Roadmap on Devices and Solutions (IRDS) and member of the International Roadmap User Group (IRUG) that is part of the Computer Society and FDC Rebooting Computing initiative | Member of the IEEE-Standards Association Board of GovernorsIEEE-Standards Association Standards Board, NesCom, ICCom and PatComChair of the IEEE-SA ICAP CommitteeMember of the IEEE-Standards Association Standards Board Open Source Ad-Hoc Committee Chair Member of the IEEE TAB Strategic Planning CommitteeCo-Chair of the IEEE FDC Digital Reality Initiative |
| Christina Schober |  |  | Honeywell Aerospace Staff EngineerSensors Council Adcom member, Publicity chair, long Past president2018 SENSORS, TPC member, co-chair PublicityTAB SCRC memberTAB SPC memberTAB CRC ChairComputer Society member (past BOGs, past VPs) | Standards committee Liaison from TAB SCRCBalloting member, Standards |
| Christine Miyachi |  |  |  |  |
| Robert Fish |  |  |  |  |
| **Corresponding Members (non-voting)** |  |  |  |  |
| Siri Jodha S Khalsa | **X** |  | Affiliation: Cooperative Institute for Research In Environmental Sciences (CIRES) / Univ. of Colorado, BoulderRepresenting Geoscience and Remote Sensing Society to TAB Standards CommitteeGRSS liaison to ISO/TC211 (Geographic Information) since 2004, liaison to OGC (Open Geospatial Consortium) since 2011 Former chair of the Standards and Interoperability Forum of the Intergovernmental Group on Earth Observations |  |
| Alistar Duffy | **X** |  |  |  |
| Vikass Monebhurrun | **X** |  | Associate-Professor (HDR)CentraleSupélecMember, IEEE APSAdCom Member IEEE Sensors Council | Chair IEEE Antennas & Propagation Standards CommitteeProject Leader IEC/IEEE 62704-3 Standards CommitteeMember, IEC/IEEE 62704, IEC/IEEE JWG 11, 12 & 13 |
| Avram Bar-Cohen |  |  |  |  |
| Robby Robson |  |  | Employed by Eduworks CorporationConsultant for the Institute for Defense AnalysesHere as IEEE Future Directions Committee representative | Member IEEE-SA SASB, RevCom, NesCom, and ad hocsVice Chair IEEE CS Standards Activities BoardVice Chair IEEE Learning Technology Standards CommitteeWG chair for mobile learning applications (7919) |
| Daleep Mohla |  |  |  |   |
| Riccardo Mariani |  |  |  |  |
| Jim Moore | **X** |  | TAB |  |
| Patrick McCarren | **X** |  | IAS Executive Director/Committee Staff Liaison |  |