**IEEE SA Standards Board Audit Committee (AudCom)**
**Meeting Minutes**
25 March 2025
8:00 a.m. - 12:00 p.m. KST (UTC+9)
Seoul, South Korea and Webex

**Members:**
Doug Edwards, Chair
Xiaofeng (Alfred) Chen
Travis Griffith
Guido Hiertz
Tyler Jaynes
Thomas Koshy
Joseph Levy
Howard Li
Johnny Lin
Haiying (John) Lu
Kevin Lu
Daleep Mohla
Annette Reilly
Jon Rosdahl
Donnie Swing

**Members Absent:**
Darren Galpin
Daidi Zhong

**Guests:**
Sara Biyabani
Latonia Gordon
Ron Hotchkiss
Yousef Kimiagar
David Law
Xiaohui Liu
Hiroshi Mano
Paul Nikolich
Kishik Park
Robby Robson
Ramesh S
Albert Spears
Dorothy Stanley
Claire Topp, IEEE Outside Legal Counsel
Mehmet Ulema
Lei Wang
Luyang (Eric) Zhang

**IEEE Staff:**
Christy Bahn
Teresa Belmont, Administrator

Matthew Ceglia
Karen Evangelista
Jonathan Goldberg
Dalisa Gonzales
Jodi Haasz
Yvette Ho Sang
Soo Kim
Michael Kipness
Vanessa Lalitte
Sandra Maru
Suzanne Merten
Erin Morales
Dave Ringle
Pat Roder
Jennifer Santulli
Tom Thompson
Meng Zhao

**[Unless otherwise noted, all votes are unanimous]**

## 1. CALL TO ORDER AND INTRODUCTIONS

Chair Doug Edwards called the meeting to order at 8:03 a.m. KST (UTC+9). There was a round of introductions. It was noted that the meeting was quorate.

## 2. REVIEW AND APPROVAL OF THE AGENDA

Following a review of the agenda, Chair Edwards asked if there were any changes to the published agenda.

A motion was made (Jaynes) and seconded (Mohla) to approve the 25 March 2025 AudCom meeting agenda. In the absence of objection, the motion passed**.**

## 3. APPROVAL OF MINUTES OF THE 10 DECEMBER 2024 AUDCOM MEETING

A motion was made (Rosdahl) and seconded (Koshy) to approve the 10 December AudCom meeting minutes. In the absence of objection, the motion passed**.**

## 4. P&P REVIEW
## 4.1 Status of Continuing Standards Committee P&P Review

### 4.1.1 IEEE Computer Society/Learning Technology (C/LT)
*Howard Li, Daleep Mohla*

The C/LT P&P will continue under review and will move to the June 2025 AudCom agenda*.*

### 4.1.2 IEEE Power and Energy Society/Electric Machinery (PE/EM)
*Daleep Mohla, Tyler Jaynes*

The PE/EM P&P will continue under review and will move to the June 2025 AudCom agenda*.*

### 4.1.3 IEEE Power and Energy Society/Transformers (PE/TR)
*Thomas Koshy, Joseph Levy*

**Motion**: To recommend acceptance of the PE/TR P&P. In the absence of objection or abstention, the motion was approved.

### 4.1.4 IEEE Vehicular Technology Society/Standards Development Board (VT/SDB)
*Doug Edwards, Travis Griffith*

**Motion**: To recommend acceptance of the VT/SDB P&P. In the absence of objection or abstention, the motion was approved.

### 4.2. STATUS OF NEW STANDARDS COMMITTEE P&P REVIEW
### 4.2.1 IEEE Consumer Technology Society/Digital Finance and Economy Standards Committee (CTS/DFESC)
*Kevin Lu, Darren Galpin*

The CTS/DFESC P&P will continue under review and will move to the June 2025 AudCom agenda*.*

### 4.2.2 IEEE Council on RFID/Standards Committee (CRFID/SC)
*Guido Hiertz, Johnny Lin*

The CRFID/SC P&P will continue under review and will move to the June 2025 AudCom agenda*.*

### 4.2.3 IEEE Power and Energy Society/Insulated Conductors (PE/IC)
*Annette Reilly, Daidi Zhong*

The PE/IC P&P will continue under review and will move to the June 2025 AudCom agenda*.*

### 4.3. STATUS OF CONTINUING WORKING GROUP P&P REVIEW

### 4.3.1 IEEE SA Board of Governors/Distributed Generation, Energy Storage and Interoperability Standards Committee (BOG/SC21)/Common
*Jon Rosdahl, Tyler Jaynes*

The BOG/SC21 Common WG P&P will continue under review and will move to the June 2025 AudCom agenda*.*

### 4.4. STATUS OF NEW WORKING GROUP P&P REVIEW

### 4.4.1 IEEE Communications Society/Green ICT Standards Committee/Energy Efficient ICT (COM/GreenICTSC/EEICT)
*Daidi Zhong, Johnny Lin*

**Motion**: To recommend deem without issue of COM/GreenICTSC/EEICT P&P. In the absence of objection or abstention, the motion was approved.

### 4.4.2 IEEE Computer Society/Data Compression Standards Committee (C/DC)/Common
*Thomas Koshy, Kevin Lu*

**Motion**: To recommend deem without issue of C/DC/Common P&P. In the absence of objection or abstention, the motion was approved.

### 4.4.3 IEEE Consumer Technology Society/Smart Devices Standards Committee (CTS/SDSC)/Common
*Joseph Levy, Donnie Swing*

**Motion**: To recommend conditional deem without issue based upon the correction of the bullets in Clause 7.1.2 of the P&P for CTS/SDSC. In the absence of objection or abstention, the motion was approved. The condition has been met.

### 4.4.4 IEEE Power and Energy Society/Transmission and Distribution (PE/T&D)/Common
*Haiying Lu, Xiaofeng Chen*

**Motion**: To recommend deem without issue of PE/T&D/Common P&P. In the absence of objection or abstention, the motion was approved.

### 4.4.5 IEEE SA Board of Governors/Quantities, Units, and Symbols Standards Committee/260.3 Mathematical Signs and Symbols for Use in Physical Sciences and Technology (BOG/QUSCom/260.3)
*Travis Griffith, Darren Galpin*

Chair Edwards temporarily relinquished the Chair role to Joseph Levy. Joseph, temporary chair, then led the discussion and actions associated with this agenda item.

**Motion**: To recommend deem without issue of BOG/QUSCom/260.3 P&P. In the absence of objection, the motion was approved with one (1) abstention by Doug Edwards.

### 4.4.6 IEEE Vehicular Technology Society/Automated Vehicles Standards Committee (VT/AVSC)/Common
*Guido Hiertz, Annette Reilly*

**Motion**: To recommend deem without issue of VT/AVSC/Common P&P. In the absence of objection or abstention, the motion was approved.

## 5. OLD BUSINESS

### 5.1 Action Item Review
### 5.1.1 Update on Expiring P&Ps for 2025
Teresa provided an update on the P&Ps expiring in 2025 along with the outstanding WG P&Ps.

*Action item:* Teresa will put the files on iMeet for the committee to have access to review.

### 5.1.2 Update on Merging of FAQ Files
Teresa indicated that the two FAQ files have been merged into one document.

### 5.1.3 Update on Automation of P&P Process
The automation of the P&Ps process is in the preliminary stages of development.

### 5.1.4 Update on Status Designation within myProject
Teresa provided an update on status designation within myProject. It is in the beginning stages of development.

**6. NEW BUSINESS**

**6.1. Request for Standards Committee Recognition**

**6.1.1. IEEE VEHICULAR TECHNOLOGY SOCIETY/ STANDARDS DEVELOPMENT BOARD (VT/SDB)**

**Motion:** To recommend that the SASB recognize the IEEE Vehicular Technology Society/Standards Development Board, to be abbreviated as VT/SDB, as an official Standards Committee, by IEEE SASB Bylaws 5.2.2. Upon vote, the motion passed.

**6.2 Red Instructional Text**
Chair Edwards provided an update regarding the Red Instructional text on the Working Group baseline P&Ps. Revised text shall be incorporated into the baseline to provide clarity for Working Groups and reviewers regarding what to do with the red instructional text after the Working Group P&P has been approved by the Standards Committee.

**7. DATE OF NEXT MEETING**
The next meeting of AudCom will be a hybrid meeting in Vienna, Austria (UTC+1) and via Webex. The meeting will take place on 17 June 2025.

**8. ADJOURNMENT**

The meeting was adjourned at 10:30 a.m. KST (UTC+9).