IEEE-SA Standards Board Audit Committee (AudCom)
Meeting Minutes
5 August 2020
9:00 a.m. - 11:30 a.m. ET (UTC-4)
Teleconference

Members:
Peter Balma
Doug Edwards
Thomas Koshy
John Kulick, Chair
Joseph Levy
Howard Li
Kevin Lu
Daleep Mohla
Philip Winston
Daidi Zhong
Jingyi Zhou

Members Absent:
Ramy A. Fathy
Mehmet Ulema

IEEE Staff:
Karen Evangelista
Josh Gay
Jonathan Goldberg
Jodi Haasz
Yvette Ho Sang
Soo Kim
Michael Kipness
Vanessa Lalitte
Erin Morales
Christian Orlando
Jennifer Santulli
Tom Thompson
Lisa Weisser, Administrator
Malia Zaman

[Unless otherwise noted, all votes are unanimous]

1. CALL TO ORDER AND INTRODUCTIONS

Chair Kulick called the meeting to order at 9:06 a.m. due to several issues with people logging in. There was a round of introductions.

2. REVIEW AND APPROVAL OF THE AGENDA

Chair Kulick asked if there were any additions, deletions, or alterations to the agenda for the AudCom baselines meeting. There were none.

A motion was made and seconded to approve the 5 August 2020 AudCom meeting agenda. The motion was unanimously approved.

3. INTRODUCTION TO BASELINES DISCUSSION - PETER BALMA

Peter Balma presented information about the work of the AudCom baselines update ad hoc, which began in 2019 and continued with a re-formed ad hoc in 2020. He noted specific sections that were enhanced. In addition to thanking the members of the baselines ad hoc, he gave a special mention to Lisa Weisser for her work on the baselines, and Chair Kulick added to the recognition.

4. DISCUSSION

Peter Balma led the discussion with a walkthrough of both the Standards Committee and Standards Coordinating Committee versions of the baselines to review some of the specific updates. During the discussion, minor editorial suggestions were made that will be cleaned up before the documents are sent to the SASB.

One topic that generated further discussion was the addition of officer term limits to the baselines. The discussion led to a vote to determine if AudCom is satisfied with the current version of the baselines presented by the ad hoc.

Vote: Are you satisfied with the current version of the baselines presented by the ad hoc? (7 approve, 1 disapprove [Mohla], 1 abstain [Balma]).

There were also topics discussed that it was agreed needed further clarification, but not within the baselines. It was suggested that there is a potential upcoming FAQ area for AudCom, and this could be the place for these clarifications.

AI: Lisa Weisser will make the edits in the baseline documents discussed during the meeting prior to sending them to the SASB.

NB: This has been completed, and the draft documents have been sent to the SASB.

5. RECOMMENDATION

A motion was made (Balma) and seconded (Zhou): AudCom recommends approval of the 2020 Baseline documents based on the comments resolved at this meeting. Upon vote, the motion passed (7 approve, 0 disapprove, 1 abstain [Balma]).

Chair Kulick noted that the next step is to forward the documents to the SASB for its September meeting.

◆IEEE

The AudCom baselines updated ad hoc was disbanded, with thanks from Chair Kulick for the tremendous amount of work that was done for IEEE SA.

AI: Lisa Weisser to send the final draft versions that were sent to the SASB to AudCom.

6. ADJOURNMENT

There being no further business, the meeting adjourned at 10:57 a.m.