IEEE SA Standards Board Audit Committee (AudCom)
Meeting Minutes
20 September 2022
8:00 a.m. - 11:30 a.m. ET (UTC-4)
Teleconference

Members:
Edward Addy
Doug Edwards
Guido Hiertz
Thomas Koshy
Joseph Levy
Howard Li
Haiying Lu
Kevin Lu, Chair
Andrew Myles
Lei Wang
Keith Waters
Karl Weber
Howard Wolfman
Daidi Zhong

Members Absent:
Daleep Mohla
Mark Siira

Guests:
Halima Boufradji
Abdeslam Bouhouia
James Formea
Latonia Gordon
Gary Hoffman
John Kulick
David Law
Xiaohui Liu
Jim Matthews
Craig Preuss
Annette Reilly
Nassima Snedj
Claire Topp [legal counsel]
Don Wright
Yu Yuan

IEEE Staff:

Christy Bahn
Adrien Bastos
Matt Ceglia
Karen Evangelista
Jonathan Goldberg
Jodi Haasz
Yvette Ho Sang
Ron Hotchkiss
Michael Kipness
Vanessa Lalitte
Jiajia Liu
Kelly Lorne
Suzanne Merten
Erin Morales
Karen Mulberry
Christian Orlando
Markus Plessel
Dave Ringle
Patricia Roder
Jennifer Santulli
Lisa Weisser, Administrator
Malia Zaman
Meng Zhao

[Unless otherwise noted, all votes are unanimous]

1. CALL TO ORDER AND INTRODUCTIONS

Chair Lu called the meeting to order at 8:02 a.m. ET (UTC-4). There was a round of introductions.

2. REVIEW AND APPROVAL OF THE AGENDA

Following a review of the agenda, Chair Lu asked if there were any changes to the published agenda. There were no changes.

A motion was made (Koshy) and seconded (Waters) to approve the 20 September 2022 AudCom meeting agenda. In the absence of objection, the motion was approved.

3. APPROVAL OF MINUTES OF THE 14 JUNE 2022 AUDCOM MEETING

A motion was made (Wolfman) and seconded (Koshy) to approve the minutes of the 14 June 2022 AudCom meeting. In the absence of objection, the motion was approved.

4. P&P REVIEW

4.1 Status of Continuing Standards Committee P&P Review

4.1.1 IEEE Computer Society/Design Automation (C/DA)

Edward Addy, Lei Wang

The P&P will continue under review and move to the December 2022 AudCom agenda.

4.1.2 IEEE Intelligent Transportation Systems Society/Standards Committee (ITSS/SC)
Daleep Mohla, Haiying Lu

Motion: To recommend acceptance of the ITSS/SC P&P. Upon vote, the motion passed.

4.1.3 IEEE Power and Energy Society/Power System Communications and Cybersecurity (PE/PSCC)
Karl Weber, Mark Siira

There are open comments from the checklist, and the P&P will continue under review and move to the December 2022 AudCom agenda.

The reviewers asked AudCom for input about one subclause in the P&P.

Motion: To allow PE/PSCC to change subclause 5.2 of their P&P as they have submitted to include additional steps for their approval process. Upon vote, the motion passed (6 approve, 4 disapprove, 3 abstain).

4.1.4 IEEE Power and Energy Society/Power System Relaying and Control (PE/PSRCC)
Guido Hiertz, Daidi Zhong

Motion: To recommend acceptance of the PE/PSRCC P&P. Upon vote, the motion passed.

4.2 Status of New Standards Committee P&P Review

4.2.1 IEEE Aerospace and Electronic Systems Society/Gyro Accelerometer Panel (AES/GA)
Joseph Levy, Howard Wolfman

Motion: To recommend acceptance of the AES/GA P&P. Upon vote, the motion passed.

4.2.2 IEEE Circuits and Systems Society/Domain-Specific Accelerators Standards Committee (CASS/DSA-SC)
Lei Wang, Karl Weber

Motion: To recommend acceptance of the CASS/DSA-SC P&P. Upon vote, the motion passed.

Following the outcome of this review, AudCom discussed item 6.1.1 on the agenda.

4.2.3 IEEE Circuits and Systems Society/Emerging Processor Systems Standards Committee (CASS/EPS-SC)
Edward Addy, Thomas Koshy

Motion: To recommend acceptance of the CASS/EPS-SC P&P. Upon vote, the motion passed.

Following the outcome of this review, AudCom discussed item 6.1.2 on the agenda.

4.2.4 IEEE Circuits and Systems Society/Flexible and Wearable Circuits and Systems Standards Committee (CASS/FW-SC)
Guido Hiertz, Howard Li

Motion: To recommend acceptance of the CASS/FW-SC P&P. Upon vote, the motion passed.

Following the outcome of this review, AudCom discussed item 6.1.3 on the agenda.

4.2.5 IEEE Circuits and Systems Society/Integrated Circuit Design and Test for Emerging Circuits and Systems Standards Committee (CASS/IC-SC)
Joseph Levy, Daleep Mohla

Motion: To recommend acceptance of the CASS/IC-SC P&P. Upon vote, the motion passed.

Following the outcome of this review, AudCom discussed item 6.1.4 on the agenda.

4.2.6 IEEE Communications Society/Power Line Communications (COM/PLC)
Keith Waters, Andrew Myles

There are open comments from the checklist, and the P&P will continue under review and move to the December 2022 AudCom agenda.

4.2.7 IEEE Communications Society/Virtualized and Software Defined Networks, and Services Standards Committee (COM/NetSoft-SC)
Doug Edwards, Haiying Lu

Motion: To recommend acceptance of the COM/NetSoft-SC P&P. Upon vote, the motion passed.

4.2.8 IEEE Computer Society/Cybersecurity and Privacy Standards Committee (C/CPSC)
Keith Waters, Howard Wolfman

There are open comments from the checklist, and the P&P will continue under review and move to the December 2022 AudCom agenda.

4.2.9 IEEE Consumer Technology Society/Virtual Reality and Augmented Reality Standards Committee (CTS/VRARSC)
Andrew Myles, Edward Addy

Motion: To recommend acceptance of the CTS/VRARSC P&P. Upon vote, the motion passed.

Note: This Standards Committee name has been updated to Metaverse Standards Committee (CTS/MSC).

4.2.10 IEEE Power and Energy Society/Energy Storage & Stationary Battery Committee (PE/ESSB)
Lei Wang, Haiying Lu

There are open comments from the checklist, and the P&P will continue under review and move to the December 2022 AudCom agenda.

4.2.11 IEEE Power and Energy Society/Surge Protective Devices Committee (PE/SPDC)
Karl Weber, Howard Li

There are open comments from the checklist, and the P&P will continue under review and move to the December 2022 AudCom agenda.

4.2.12 IEEE SA Board of Governors/Strategic and Emerging Standards Committee (BOG/SESCom)
Keith Waters, Joseph Levy

There are open comments from the checklist, and the P&P will continue under review and move to the December 2022 AudCom agenda.

4.2.13 IEEE-SASB Coordinating Committees/SCC14 - Quantities, Units, and Letter Symbols (SASB/SCC14)
Daleep Mohla, Daidi Zhong

There are open comments from the checklist, and the P&P will continue under review and move to the December 2022 AudCom agenda.

4.2.14 IEEE-SASB Coordinating Committees/SCC21 - Fuel Cells, Photovoltaics, Dispersed Generation, and Energy Storage (SASB/SCC21)
Howard Li, Thomas Koshy

The P&P will continue under review and move to the December 2022 AudCom agenda.

4.3 Status of Continuing Working Group P&P Review

There were no continuing Working Group P&P reviews.

4.4 Status of New Working Group P&P Review

4.4.1 IEEE Computer Society/Test Technology (C/TT)/Common (all C/TT Individual WGs)
Daidi Zhong, Howard Li

Motion: To deem without issue the C/TT - Common (all C/TT Individual WGs) Working Group P&P. Upon vote, the motion passed.

4.4.2 IEEE Nanotechnology Council/Standards Committee/Programmable Quantum Simulator Working Group (NTC/SC/QuSIM/WG)
Guido Hiertz, H Wolfman

Motion: To deem without issue the NTC/SC (Programmable Quantum Simulator Working Group) Working Group P&P. Upon vote, the motion passed.

5. OLD BUSINESS

5.1 AudCom Baselines Update Ad Hoc Briefing

Thomas Koshy updated AudCom about the baselines update ad hoc and commended the ad hoc and staff for making great progress. He explained part of the process that has been used for the Standards Committee baseline included adding more options for flexibility and mentioned that the draft is almost ready to be circulated. He also thanked the ad hoc, and all of the Operational Program Management (OPM) team, and Lisa Weisser.

Following this agenda item, there was a brief discussion about the issue of non-modifiable clauses in the baseline documents when they are out of sync with changes that have been made in higher level documents.

5.2 Action Item Review - Lisa Weisser

Lisa Weisser reported on action items carried over from prior AudCom meetings:

Action Item	Status	Update
Lisa Weisser to add the topics discussed at the meeting to the comments list of items for review by the AudCom Baselines ad hoc.	Complete	The topics discussed at the June 2022 AudCom meeting have been discussed with the AudCom Baselines update ad hoc.

5.3 Update on P&Ps Due in 2022

Lisa Weisser displayed the list of Standards Committees with P&P that were accepted that have not yet submitted Working Group P&P for review by AudCom. It was noted that some of the Standards Committees do not currently have Working Groups. Lisa also displayed the list of all Standards Committees with P&P expiring at the end of 2022 that will need to submit an updated P&P document to AudCom.

5.4 Committee Member Interactions/Comments RE: myProject

Markus Plessel presented an update about myProject accomplishments and the status of upcoming features of interest. AudCom members can find the myProject update presentation slides in the AudCom area in iMeet.

If anyone has any feedback about their user experience with myProject, please let Lisa Weisser know.

6. NEW BUSINESS

Chair Lu opened the New Business agenda item with a comment about last minute uploads of P&Ps for AudCom to review. He noted that there are AudCom Conventions with time frames for the reviews, and that the reviewers need time to review the documents.

6.1 Requests for Standards Committee Recognition

6.1.1. IEEE CIRCUITS AND SYSTEMS SOCIETY/DOMAIN-SPECIFIC ACCELERATORS STANDARDS COMMITTEE (CASS/DSA-SC)

Motion: Recommend that the SASB recognize the Circuits and Systems Society/Domain-Specific Accelerators Standards Committee, to be abbreviated as CASS/DSA-SC, as an official Standards Committee, in accordance with IEEE SASB Bylaws 5.2.2.

This was discussed after agenda item 4.2.2.

6.1.2. IEEE CIRCUITS AND SYSTEMS SOCIETY/EMERGING PROCESSOR SYSTEMS STANDARDS COMMITTEE (CASS/EPS-SC)

Motion: Recommend that the SASB recognize the Circuits and Systems Society/ Emerging Processor Systems Standards Committee, to be abbreviated as CASS/EPS-SC, as an official Standards Committee, in accordance with IEEE SASB Bylaws 5.2.2.

This was discussed after agenda item 4.2.3.

6.1.3. IEEE CIRCUITS AND SYSTEMS SOCIETY/FLEXIBLE AND WEARABLE CIRCUITS AND SYSTEMS STANDARDS COMMITTEE (CASS/FW-SC)

Motion: Recommend that the SASB recognize the Circuits and Systems Society/ Flexible and Wearable Circuits and Systems Standards Committee, to be abbreviated as CASS/FW-SC, as an official Standards Committee, in accordance with IEEE SASB Bylaws 5.2.2.

This was discussed after agenda item 4.2.4.

6.1.4. IEEE CIRCUITS AND SYSTEMS SOCIETY/INTEGRATED CIRCUIT DESIGN AND TEST FOR EMERGING CIRCUITS AND SYSTEMS STANDARDS COMMITTEE (CASS/IC-SC)

Motion: Recommend that the SASB recognize the Circuits and Systems Society/ Integrated Circuit Design and Test for Emerging Circuits and Systems Standards Committee, to be abbreviated as CASS/IC-SC, as an official Standards Committee, in accordance with IEEE SASB Bylaws 5.2.2.

This was discussed after agenda item 4.2.5.

7. DATE OF NEXT MEETING

The next meeting of AudCom will take place on 01 December 2022 as a hybrid meeting in Piscataway, New Jersey, USA and by teleconference.

8. ADJOURNMENT

Chair Lu thanked the AudCom members and Lisa Weisser. There being no further business, the meeting adjourned at 10:30 a.m. ET (UTC-4).