IEEE-SA Standards Board
Industry Connections Committee (ICCom) Minutes
10 June 2014 8:00 AM-11:00 AM ET
IEEE Operations Center, Piscataway, NJ

1. Call to order; Roll call (8:03 am)

Members Present: Farooq Bari, Stephen Dukes, David Law, Xiaohui Liu, Yatin Trivedi, Howard Wolfman, Yu Yuan
Members Absent: Oleg Logvinov
Legal Counsel: Claire Topp
Staff: James Wendorf (ICCom Administrator), Karen Evangelista (ICCom Administrator), Melissa Aranzamendez, Kim Breitfelder, Justin Caso, Matt Ceglia, Terry deCourcelle, Tricia Gerdon, Mary Ellen Hanntz, Yvette Ho Sang, Konstantinos Karachalios, Karen Kenney, Adam Newman, Mary Lynne Nielsen, Moira Patterson, Dave Ringle, Patricia Roder, Sam Sciacca, Alpesh Shah, Erin Spiewak, Walter Sun (Phone), Susan Tatiner, Cherry Tom, Lisa Weisser, Joan Woolery, Malia Zaman
Guests: Chengwei Dai (Phone), Mark Kennedy (Phone), Raj Madhavan (Phone), Ted Burse, Dick DeBlasio, Eddie Fong, Gary Hoffman, Ron Hotchkiss, Jim Hughes, Rich Hulett, Jeffrey Katz, Bruce Kraemer, John Kulick, Ted Olsen, Sharon Peng, Ron Petersen, Adrian Stephens, Diego Vicentin, Don Wright

2. Approval of agenda

Motion to approve (David Law); Second (Stephen Dukes). No objections to unanimous approval.

3. Approval of previous minutes
- 25 March 2014: http://standards.ieee.org/about/sasb/iccom/032514mins.pdf

Motion to approve (Howard Wolfman); Second (Yu Yuan). No objections to unanimous approval.

4. New/Revised ICAIDs

4.1 IC14-001-01 Green Power Generation
New ICAID:
https://ieee-sa.centraldesktop.com/p/eAAAAAAADqbEAAAAACVvWA0

Chengwei Dai gave a summary of the Green Power Generation ICAID. The deliverables will be workshops, white papers and proposals for standards. This will be a self-funding initiative.

Motion to approve as amended (Yu Yuan); Second (Xiaohui Lui). No objections to unanimous approval.

4.2 IC14-002-01 Surgical Robotics
New ICAID:
https://ieee-sa.centraldesktop.com/p/eAAAAAAADubmAAAAAAq8urk

Raj Madhavan gave a summary of the Surgical Robotics ICAID. The activity will work towards launch of a Study Group and developing a PAR.

Motion to approve (David Law); Second (Stephen Dukes). No objections to unanimous approval.

4.3. IC09-001-02 Computer Security Group (ICSG):
Status report:
https://ieee-sa.centraldesktop.com/p/eAAAAAAADuboAAAAADiLetw

Revised ICAID:
https://ieee-sa.centraldesktop.com/p/eAAAAAAADubnAAAAAEn9y7s

Jim Wendorf and Mark Kennedy gave a summary on the revised Computer Security Group ICAID.

Motion to approve as amended (Stephen Dukes); Second (Yu Yuan). No objections to unanimous approval.

5. Activity Terminations

No requests for activity terminations to report/discuss at this meeting.

6. Activity P&P Reviews

6.1. ICCom Ad Hoc on P&P Review Process

6.1.1 Ad Hoc Presentation:
https://ieee-sa.centraldesktop.com/p/eAAAAAAADuB-AAAAAFdXwlI

Yatin Trivedi gave a presentation on what the Activity P&P Review Ad Hoc had worked on. The Ad Hoc developed procedures based on the AudCom process of reviewing P&Ps. It was noted that there is an option to use the IC Activity Baseline P&P or the AudCom approved Sponsor P&P, as applicable. P&Ps are good for the lifetime of the ICAID. There are two P&P checklists that were developed, IC activity review checklist for entity P&P and IC activity review checklist for individual P&P. The Ad Hoc also reviewed the two P&Ps that were submitted. The Ad Hoc will continue its work and finalize the baselines.

6.1.2 Process Documentation

Sam Sciacca went over the process documentation that the Ad Hoc is developing. This is similar to the AudCom procedures. The Ad Hoc will continue working on

finalizing this documentation. It was decided by ICCom to have the P&Ps on the consent agenda for the Standards Board to approve.

6.1.3 Baseline IC Activity P&Ps: Finalization and approval process

P&P Checklist – Entity:
https://ieee-sa.centraldesktop.com/p/eAAAAAAADuBIAAAAAGMX2kA

P&P Baseline – Entity:
https://ieee-sa.centraldesktop.com/p/eAAAAAAADuB0AAAAACjyKmU

P&P Checklist – individual:
https://ieee-sa.centraldesktop.com/p/eAAAAAAADuBaAAAAAECk5Ls

P&P Baseline – Individual:
https://ieee-sa.centraldesktop.com/p/eAAAAAAADuBmAAAAAFlm7sg

6.2. IC13-004 IEEE-SA Ethernet & IP @ Automotive Technology Day:
https://ieee-sa.centraldesktop.com/p/eAAAAAAADGRzAAAAAGgyjWU

Howard Wolfman went over the IC Activity P&P Checklist. Motion for conditional acceptance with staff making changes noted on the ICCom review checklist (Howard Wolfman); Second (Stephen Dukes). No objections to unanimous approval.

6.3. IC13-003 Convergence of Smart Home and Building Architectures:
https://ieee-sa.centraldesktop.com/p/eAAAAAAADGatAAAAABr6uLw

David Law went over the IC Activity P&P Checklist. Motion to accept with editorial changes (David Law); Second (Stephen Dukes). No objections to unanimous approval.

6.4. Next P&P and ICAID reviews

There are three new P&Ps that need to be reviewed. It was decided that ICCom will also start reviewing the older P&Ps that have not been reviewed since the start of the ICAID. The committee will start with the ones from 2009 to the beginning of 2012.

AI: Karen Evangelista will assign ICCom members to review the six P&P's identified.

7. IC Program Metrics and Activity Status Reports

7.1. IC Program Metrics

https://ieee-sa.centraldesktop.com/p/eAAAAAAADubqAAAAAH__1tI

Jim Wendorf gave a presentation on the IC Program Metrics.

7.2. Activity Status Reports

There were no new Activity Status Reports.

8.   Old Business

8.1. Action Item Review
- Develop Conferences Business Plan/Proposal – Adam Newman

  ICCom had recommended consideration be given to adopting process and procedures for SA conferences based on TAB conferences. Adam Newman gave a presentation on the Conferences Business Plan. He noted that Conferences and Workshops will be part of the Business Development Plan that is an Initiative under the Financial Stability Goal of the IEEE-SA Strategic Plan. Adam met with the TAB Conferences Sr. Director to discuss potential synergies to support the development and delivery of SA based Conferences/Workshops/Services.

  AI: Adam Newman will develop and implement recommendations for SA procedures for conference development and delivery.

- Update ICCom Ops Man and ICAID form re: acceptable P&Ps

  AI: Oleg Logvinov and Jim Wendorf to write language for the inclusion in the ICCom Ops Man and ICAID form regarding acceptable P&P's.

8.2. IC Program Marketing Communications Plan Update

Georedna Brown gave a presentation updating the Marketing Communications Plan.

ICCom re-chartered the IPR Ad Hoc.

9.   Next meetings
- 19 August 2014, Beijing, PRC

10.   Adjournment

There being no further business the meeting was adjourned at 11:07 am ET.