IEEE-SA Standards Board
Industry Connections Committee (ICCom) Minutes
8 December 2014 12:30 PM-3:30 PM
Piscataway, New Jersey, USA

1. Call to order; Roll call (12:30 pm)

Members Present: Stephen Dukes, David Law, Xiaohui Liu, Oleg Logvinov (ICCom Chair), Yatin Trivedi, Howard Wolfman, Yu Yuan
Members Absent: Farooq Bari, Mustafa Wajid
Legal Counsel: Claire Topp
Staff: Rudi Schubert, Joan Woolery (ICCom Program Manager), Karen Evangelista (ICCom Administrator), Melissa Aranzamendez, Christy Bahn, Kathryn Bennett, Catherine Berger, Kim Breitfelder, Georedna Brown, Matt Ceglia, Mary Ellen Hanntz, Yvette Ho Sang, Tricia Gerdon, Karen Kenney, Soo Kim, Michael Kipness, Juanita Lewis, Brenda Mancuso, Karen McCabe, Adam Newman, Mary Lynne Nielsen, Kishik Park, Lisa Perry, Walter Pienciak, Dave Ringle, Sam Sciacca, Norman Shaw, Erin Spiewak, Susan Tatiner, Cherry Tom, Lisa Weisser, Malia Zaman
Guests: Peter Balma, David Bernstein (phone), Dennis Brophy, Ted Burse, Travis Griffith, Jeffrey Katz, Joe Koepfinger, Bruce Kraemer, John Kulick, Kirsten Matheus (phone), Paul Nikolich, Annette Reilly, Matthew Rubenstein, Adrian Stephens, Joe Weinman (phone), Yingli Wen, George Willingmyre, Philip Winston, Don Wright

2. Approval of agenda
Motion to approve (David Law); Second (Yatin Trivedi). No objections to unanimous approval.

3. Approval of previous minutes
- 19 August 2014:

Motion to approve (Howard Wolfman); Second (Stephen Dukes). No objections to unanimous approval.

4. IC12-003 Intercloud Testbed (Time specific 1-1:15pm)
Status Report:
https://ieee-sa.centraldesktop.com/p/eAAAAAAAE-iVAAAAAAoFn1w
Revised ICAID:
https://ieee-sa.centraldesktop.com/p/eAAAAAAAE-iUAAAAACFcrBg
Proposal Letter:
https://ieee-sa.centraldesktop.com/p/aQAAAAACJGVT
Support Letter:
https://ieee-sa.centraldesktop.com/p/aQAAAAACJGVX

Joe Weinman called in to give a status update on Intercloud Testbed and to request a waiver for corporate membership. There was a motion to approve the revised

ICAID for Intercloud Testbed (Yatin Trivedi); Second (Howard Wolfman). No objections to unanimous approval.

5. IC13-004 Ethernet & IP @ Automotive Technology Day (Time specific 1:15-1:25pm)
Status Report:
https://ieee-sa.centraldesktop.com/p/eAAAAAAAE-iVAAAAAAoFn1w
Proposal Letter:
https://ieee-sa.centraldesktop.com/p/aQAAAAACJGWY

Kirsten Matheus called in to request a waiver for corporate membership for Ethernet & IP @ Automotive Technology Day.

6. Corporate Membership Requirement

There was a motion to recommend the approval of the two requests for one year deferral of the requirement to become a corporate member. The two groups are IC12-003 Intercloud Testbed and IC13-004 Ethernet & IP @ Automotive Technology Day.

Recommendation to the Standards Board: Make a recommendation to BoG for approval.

An Ad Hoc was created to address the financial aspects of waiving SA corporate membership for IC entity activities. The chair is Yu Yuan. The members are: Stephen Dukes, Karen Evangelista, Noelle Humenick, David Law, Xiaohui Liu, Adam Newman, Rudi Schubert, Sam Sciacca, Yatin Trivedi, Howard Wolfman and Joan Woolery. It was requested that the Ad Hoc complete its work in 6 months or by the second Standards Board meeting.

7. IC Program Metrics
https://ieee-sa.centraldesktop.com/p/eAAAAAAAE-iSAAAAACA1ypo

8. Activity Status Reports
https://ieee-sa.centraldesktop.com/p/eAAAAAAAE-iVAAAAAAoFn1w

8.1 Selected Activities to be Reviewed

8.1.1 IC12-005 Smart Energy Data Repository

This ICAID has expired but the group has said they plan on revising the ICAID and submitting it to ICCom.

8.1.2 IC12-007 Systems and Components for Energy Routers

This ICAID has expired. There was a motion to make a formal status request noting that if ICCom does not hear back from the group then the IC Activity will be

terminated (Yatin Trivedi); Second (Howard Wolfman). No objections to unanimous approval.

AI: Staff will make the formal status request.

8.1.3 IC13-001 Symposium on EDA Interoperability

This IC Activity was to be reviewed after having two events. There was a motion to continue this IC Activity for another year (David Law); Second (Yatin Trivedi). No objections to unanimous approval.

8.1.4 IC13-006 Cloud Computing Innovation Council of India (Activity transition)

This IC Activity is in the process of transitioning and will either submit a revised ICAID or terminate.

AI: Joan Woolery will coordinate a telecon with this group.

9. Activity P&P Reviews

9.1 ICCom Ad Hoc on P&P Review Process

9.1.1 Ad Hoc Presentation
https://ieee-sa.centraldesktop.com/p/eAAAAAAAFCPOAAAAACXQKIs

9.1.2 Process Documentation:
https://ieee-sa.centraldesktop.com/p/eAAAAAAAERlFAAAAAERZCzY

9.1.3 Baseline IC Activity P&Ps: Finalization and Approval

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

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

9.1.4 Activity P&P Review Checklists

P&P Checklist – Entity:
https://ieee-sa.centraldesktop.com/p/eAAAAAAADuBlAAAAAGMX2kA

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

There was a motion to approve the IC Activity P&P Baselines and Checklists for Individual and Entity based activities (Yatin Trivedi); Second (David Law). No objections to unanimous approval.

9.2. P&P Review Schedule
- Do older P&Ps need to follow the current IC Activity P&P baselines or are they grandfathered?
- P&P impact analysis and PowerPoint
  Impact Analysis:
  https://ieee-sa.centraldesktop.com/p/eAAAAAAAE-jjAAAAADPIG-4
  Power Point:
  https://ieee-sa.centraldesktop.com/p/eAAAAAAAE-jkAAAAADUQkB0

  There was a motion that:
  New Activities are required to use the baseline P&Ps, with modifications allowed by the baseline. Don't allow Activities to follow the P&Ps of the Sponsoring Committee unless the Sponsor P&P specifically calls out IC activities.
  Activities expected to terminate by 2Q 2015, follow their current P&Ps.
  Activities expected to continue beyond 2Q 2015, switch to the new baseline P&Ps. Consider exceptions for activities with sound P&Ps and where switching would be disruptive, e.g. ICSG
  (Yatin Trivedi), Second (David Law). No objections to unanimous approval.

9.2.1 IC12-001 Standardization and Innovation in IT (SIIT) P&P
https://ieee-sa.centraldesktop.com/p/eAAAAAAAE2zgAAAAADgHijQ

The SIIT P&P is under review and will be revised using the new baselines. David Law will be the mentor to help them through this process.

10. Old Business

10.1. Action Item Review

Adam Newman gave an update on the Conferences topic. He spoke with staff in TAB Conferences and is working to develop a plan for IEEE-SA.

10.2 IC Program Marketing Communications Plan Update
https://ieee-sa.centraldesktop.com/p/eAAAAAAAFCPRAAAAAH6ugxk

Georedna Brown gave an update on the Marketing Communications Plan.

11. Next meeting

The next meeting will be 24 March 2015 in Vienna, Austria.

12. Adjournment

There being no further business, the meeting was adjourned at 3:02 pm.