

IEEE SA Standards Board Audit Committee (AudCom)

Meeting Minutes

4 December 2023 9:00 a.m. - 12:00 p.m. ET (UTC -5)

Hybrid Meeting: New Brunswick, New Jersey, USA and Webex

Members:

Kevin Lu, Chair
Edward Addy
Doug Edwards
Travis Griffith
Guido Hiertz
Tyler Jaynes
Thomas Koshy
Joseph Levy
Howard Li
Haiying Lu
Daleep Mohla
Andrew Myles
Mark Siira
Lei Wang
Keith Waters
Daidi Zhong

Members Absent:

Karl Weber

Guests:

Edward Au
Kit August
Sara Biyabani
Dennis Brophy
Ted Burse
James Gilb
Latonia Gordon
Gary Hoffman
Yousef Kimiagar
John Kulick
David Law
Meng Lu
Paul Nikolich
Glenn Parsons
Annette Reilly
Robbie Robson
Jon Rosdahl

Dorothy Stanley
Genichi Tanaka
Barry Tilton
Claire Topp, legal counsel
Phillip Winston
Don Wright

IEEE Staff:

Christy Bahn
Teresa Belmont, Administrator
Jen Biolsi
Hermann Brand
Matthew Ceglia
Ravindra Desai
Karen Evangelista
Joshua Gay
Jonathan Goldberg
Dalisa Gonzalez
Lloyd Green
Jodi Haasz
Yvette Ho Sang
Patrycja Jarosz
Konstantinos Karachalios
Anja Kaspersen
Soo Kim
Michael Kipness
Vanessa Lalitte
Suzanne Merten
Erin Morales
Christian Orlando
Shana Pepin
Markus Plessel
Dave Ringle
Pat Roder
Jennifer Santulli
Anasthasie Sainvilus-Cantrell
Rosalinda Saravia
Rudi Schubert
Tom Thompson

[Unless otherwise noted, all votes are unanimous]

1. CALL TO ORDER AND INTRODUCTIONS

Chair Lu called the meeting to order at 9:01 a.m. ET (UTC -5). 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 requested changes.

A motion was made to approve the 4 December 2023 AudCom meeting agenda. In the absence of objection, the motion passed.

3. APPROVAL OF MINUTES OF THE 19 SEPTEMBER 2023 AUDCOM MEETING

A motion was made to approve the minutes of the 19 September 2023 AudCom meeting. 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 Instrumentation and Measurement Society/TC3 - Condition Monitoring & Fault Diagnosis Instrument (IM/CM&FDI)

Joseph Levy, Travis Griffith

The IM/CM&FDI P&P will continue under review and will move to the January 2024 AudCom agenda.

4.1.2 IEEE Power and Energy Society/Power System Instrumentation and Measurements (PE/PSIM)

Mark Siira, Tyler Jaynes

The PE/PSIM P&P will continue under review and will move to the January 2024 AudCom agenda.

4.2. STATUS OF NEW STANDARDS COMMITTEE P&P REVIEW

4.2.1 IEEE Circuits and Systems Society/Hardware Security Standards Committee (CASS/HSSC)

Travis Griffith, Edward Addy

Motion: To recommend conditional acceptance of the CASS/HSSC P&P contingent upon minor editorial corrections, to be completed by staff. Upon vote, the motion passed.

Note: This condition has been met.

4.2.2 IEEE Communications Society/Green ICT Standards Committee (COM/GreenICT-SC)

Thomas Koshy, Joseph Levy

The Com/GreenICT-SC P&P will continue under review and will move to the January 2024 AudCom agenda.

4.2.3 IEEE Computer Society/Software & Systems Engineering Standards Committee (C/S2ESC)

Thomas Koshy, Keith Waters

Motion: To recommend acceptance of the C/S2ESC P&P. Upon vote, the motion passed.

4.2.4 IEEE Computer Society/Standards Activities Board (C/SAB)

Daleep Mohla, Howard Li

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

4.2.5 IEEE Geoscience and Remote Sensing Society/Standards Committee (GRSS/SC)

Lei Wang, Doug Edwards

Motion: To recommend acceptance of the GRSS/SC P&P. Upon vote, the motion passed. (Vote: Yes = 12; No = 0; Abstain = 3 [Hiertz, Levy, Wang])

4.2.6 IEEE Instrumentation and Measurement Society/TC1 - Non-Destructive Evaluation and Industrial Inspection (IM/NDE&II)

Howard Li, Daidi Zhong

Motion: To recommend acceptance of the IM/NDE&II P&P. Upon vote, the motion passed.

4.2.7 IEEE Power Electronics Society/Standards Committee (PEL/SC)

Haiying Lu, Keith Waters

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

4.2.8 IEEE Power and Energy Society/Analytic Methods for Power Systems (PE/AMPS)

Guido Hiertz, Haiying Lu

The PE/AMPS P&P will continue under review and will move to the January 2024 AudCom agenda.

4.2.9 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 January 2024 AudCom agenda.

4.2.10 IEEE Power and Energy Society/Nuclear Power Engineering Committee (PE/NPEC)

Edward Addy, Andrew Myles

The PE/NPEC P&P will continue under review and will move to the January 2024 AudCom agenda.

4.2.11 IEEE SA Board of Governors/Entity Collaborative Activities Governance Board (BOG/CAG)

Mark Siira, Andrew Myles

The BOG/CAG P&P will continue under review and will move to the January 2024 AudCom agenda.

4.3. STATUS OF CONTINUING WORKING GROUP P&P REVIEW

4.3.1 IEEE Aerospace and Electronic Systems Society/Gyro Accelerometer Panel (AES/GA)/Common

Joseph Levy, Howard Li

Motion: To recommend deem without issue for the AES/GA/Common P&P. Upon vote, the motion passed.

4.3.2 IEEE Computer Society/Simulation Interoperability Stds Organization/Std Activity Committee (C/SI)/Common

Daleep Mohla, Haiying Lu

Motion: To recommend deem without issue for the C/SI/Common P&P. Upon vote, the motion passed.

4.3.3 IEEE Power and Energy Society/Power System Communications and Cybersecurity (PE/PSCC)/Common *Daidi Zhong, Travis Griffith*

The PE/PSCC/Common P&P will continue under review and will move to the January 2024 AudCom agenda.

4.4. STATUS OF NEW WORKING GROUP P&P REVIEW

4.4.1 IEEE Computer Society/Knowledge Engineering Standards Committee (C/KESC)/Common *Doug Edwards, Daidi Zhong*

Motion: To recommend deem without issue for the C/KESC/Common P&P. Upon vote, the motion passed.

4.4.2 IEEE Electromagnetic Compatibility Society/Standards Development Committee (EMC/SDCom)/Common *Lei Wang, Daleep Mohla*

Motion: To recommend deem without issue for the EMC/SDCom/Common P&P. Upon vote, the motion passed.

4.4.3 IEEE Photonics Society/Standards Committee (PHO/SC)/Common *Guido Hertz, Haiying Lu*

Motion: To recommend deemed without issue for the PHO/SC/Common P&P. Upon vote, the motion passed.

4.4.4 IEEE SA Board of Governors/International Committee on Electromagnetic Safety (BOG/ICES)/Common *Guido Hertz, Tyler Jaynes*

The BOG/ICES P&P will continue under review and will move to the January 2024 AudCom agenda.

5. OLD BUSINESS

5.1 AudCom Baselines Update Ad Hoc

Thomas Koshy, Ad Hoc Chair, provided an update. The Ad Hoc has met several times since the September AudCom meeting. All of the baseline P&Ps have been revised and shared with AudCom for feedback. The revised P&Ps are trying to offer all the common choices previously accepted so that selections can be made from the baseline and to minimize unique descriptions. Another goal has been to provide more descriptive language to bring clarity to volunteers that are assuming leadership roles. The Ad Hoc is working on incorporating the comments from AudCom members and hopes to receive AudCom approval of the baselines in January 2024.

5.2 Update on Expiring Standards Committee P&Ps for 2023 and Working Group P&Ps Requested

Teresa reviewed the list of expiring Standards Committee P&P. There are five outstanding P&Ps.

- CTS/ETSC Emerging Technology Standards Committee

- CTS/BSC Blockchain Standards Committee
- IAS/PCI Petroleum & Chemical Industry
- PE/EDPG Energy Development & Power Generation
- PE/SUB Substations

The five SC have asked for an extension until the first quarter of 2024 and AudCom has agreed to the extension.

5.3 Action Item Review

Teresa reviewed the action items and indicated that all items have been addressed.

Action Item	Status	Update
The AES/GA Working Group requested a meeting with the reviewers.	Closed	A meeting was held and the issues regarding the P&P were discussed. The action is now complete.
Teresa will work with OPM staff to try to ensure that P&Ps are submitted before the December meeting.	Closed	Teresa worked with OPM to ensure P&Ps were submitted or an extension request was received.
The AudCom reviewers are asked to submit a new checklist for PE/PSCC.	Closed	A new checklist was posted.

6. NEW BUSINESS

6.1 Request for Standards Committee Recognition

6.1.1. IEEE INSTRUMENTATION AND MEASUREMENT SOCIETY/TC3 - CONDITION MONITORING & FAULT DIAGNOSIS INSTRUMENT (IM/CM&FDI)

The IM/CM&FDI P&P is continuing under review and this recognition request will move to the January 2024 AudCom meeting.

6.1.2 IEEE Circuits and Systems Society/Hardware Security Standards Committee (CASS/HSSC)

Motion: To recommend approval to recognize IEEE Circuits and Systems Society/Hardware Security Standards Committee to be abbreviated as CASS/HSSC as an official Standards Committee conditionally on the SASB approving the P&P. Upon vote, the motion passed.

6.1.3 IEEE Instrumentation and Measurement Society/TC1 – Non-Destructive Evaluation and Industrial Inspection (IM/NDE&II)

Motion: To recommend acceptance of the IM/NDE&II P&P as an official Standards Committee, in accordance with IEEE SASB Bylaws 5.2.2. Upon vote, the motion passed.

7. DATE OF NEXT MEETING

The next meeting of AudCom will be a teleconference meeting and will take place 25 January 2024 by Webex.

8. ADJOURNMENT

The meeting was adjourned at 11:47 a.m. ET (UTC-5).