

SCC 14: Quantities, Units, and Letter Symbols Committee

Meeting Minutes

1. Call-to-Order

The Spring 2019 meeting of SCC 14 was called to order at 1:05 PM EST on 23 May 2019 by Chair, Gary Hoffman.

A roll call of attendees was taken, with the following noted attendees.

Member Name	Affiliation	Present
Peter Balma	Retired	X
Bruce Barrow	Retired	
Clair Claiborne	ABB Inc.	
Randy Curey	Northrup Grumman	X
Doug Edwards, Vice Chair	Siemens	X
Keith Flowers, Secretary	Siemens	X
James Frysinger, Past Chair	Metric Methods	X
Randall Groves	Grant County PUD	
Michael Heinsdorf	ARCOM	
Gary Hoffman, Chair	Advanced Power Technologies	X
Brian Lee	Anritsu	
Howard Ressel	New York State Dept. of Transportation	X
Stephen Shull	BBC Electrical Services	X
Christopher Struck	CJS Labs	

Angelo Campanella passed away on March 24, 2019 and has been removed from the SCC 14 membership roster.

The following non-voting members and guests were also in attendance.

Name	Affiliation
Kevin Donahue	Not announced, no affiliation reported
Elizabeth Gentry	NIST
Mike Kipness	IEEE Staff
Tony Ricciuti	Eaton

2. Quorum Verification

With 8 of 14 members present, quorum threshold has been exceeded for all manner of business.

3. Approval of the Agenda

Prior to the start of meeting, the Chair made one adjustment to the draft agenda, adding new business to discuss the new repository for SCC 14 documents.

Motion to approve the revised Agenda: Randy Curey
Motion was seconded: Jim Frysinger

No discussion.

Motion was unanimously approved.

4. Approval of 14 May 2018 SCC 14 Meeting Minutes

Motion to approve the 05 November 2018 Meeting Minutes: Steve Shull
Motion was seconded: Jim Frysinger

No discussion.

Motion was unanimously approved.

5. Call for Patents and Rules and Guidelines for Conducting Meetings

5.1. Patent Policy

The IEEE Patent Policy and Business Conduct slides were reviewed by the attendees during the meeting. No patent declarations were made known. The IEEE patent policy may be reviewed at the following web site:

<https://development.standards.ieee.org/myproject/Public/mytools/mob/slideset.pdf>

5.2. Copyright Policy

The IEEE Copyright policy shown and discussed.

<https://standards.ieee.org/ipr/index.html>

6. In Memoriam of Angelo Campanella

We were saddened to learn that Angelo J. Campanella, PE, PhD passed away on March 24 in Hilliard OH. His background was in physics and electrical engineering and he did extensive work in acoustics. He was a fellow of the Acoustical Society of America and a member of a number of professional organizations. Ange joined us in 2015 and played a key role in work in our work and deliberations. He will be sorely missed.

7. Subcommittee Reports

The following Subcommittee reports were offered:

7.1. SCC 14.1

7.1.1.SI 10, American National Standard for Metric Practice

Report: Jim Frysinger

A new SI Brochure has been published by the International Bureau of Weights and Measure. The Committee will review for potential impact to SI 10, and potential SI 10 activity.

7.2. SCC 14.3

7.2.1. IEEE 260.1, IEEE Std Letter Symbols for Units of Measurement

PAR for revision approved until 2020
Report: Frysinger

No update. Will be restarted upon completion of IEEE 1541.

7.2.2. IEEE 1541, IEEE Std for Prefixes for Binary Multiples

PAR for revision approved until 2020
Report: Frysinger

In comment recirculation. Hope to initiate a recirculation ballot within the next three months.

7.3. SCC 14.4

7.3.1. IEEE 280, IEEE Std Letter Symbols for Quantities Used in Electrical Science and Electrical Engineering

PAR for revision approved until 2020
Report: Randy Curey

Revision is in progress. The Working Group has held 6 meetings, and currently working on draft 9.

7.4. SCC 14.5

7.4.1. ANSI 260.4, American National Standard Letter Symbols and Abbreviations for Quantities Used in Acoustics

Report: Gary Hoffman

Standard has been approved by RevCom and is now published.

7.5. SCC 14.6

7.5.1. IEEE 945, IEEE Recommended Practice for Preferred Metric Units for Use in Electrical and Electronics Science and Technology

Report: Doug Edwards

Standard has been approved by RevCom and is now published.

7.6. SCC 14.7

7.6.1. IEEE 947, IEEE Guide for Identification of Alternative Metric Devices for Valves, Fittings, Threads, and Flanges

PAR for revision approved until 2020
Report: Shull

The Working Group has divided the work among several task forces. There has been some difficulty in obtaining documents needed for review by task forces. Likely will need some copyright permissions in order to proceed.

8. Old Business

8.1. Website Update

Currently we have posted a memorial regarding the passing of Angelo Campanella. Will take down after approximately six months.

Please forward any recommended website changes/updates to Jim Frysinger.

8.2. Revised Sponsor Policies and Procedures Manual

The SCC 14 Sponsor Policies and Procedures Manual was approved by AudCom.

Motion to disband the Sponsor P&P Task Force: Peter Balma
Motion was seconded: Randy Curey

Motion was unanimously approved.

9. New Business

9.1. Revised Working Group Policies and Procedures Manual

Motion to form a Working Group P&P Task Force: Randy Curey
Motion was seconded: Peter Balma

Motion was unanimously approved.

Task Force will be led by Doug Edwards.

9.2. Discussion on whether to revise IEEE 260.3 and IEEE 270

- IEEE Std 260.3: American National Standard Mathematical Signs and Symbols for Use in Physical Sciences and Technology
- IEEE Std 270: IEEE Standard Definitions for Selected Quantities, Units, and Related Terms, with Special Attention to the International System of Units (SI)

Meeting Minutes

Motion to form a task force to look at strategic direction for all SCC14 standards: Peter Balma

Motion was seconded: Steve Shull

Motion was unanimously approved.

Task Force will be led by Randy Curey.

9.3. Repository of SCC14 documents

IEEE Staff has set up an iMeet Central site as a repository of SCC 14 documents.

These documents will be in Adobe PDF format, with the documents watermarked “not for distribution.”

<https://ieee-sa.imeetcentral.com/scc14repository/folder/WzlwLDExNzI2NDc4XQ>

Keith Flowers will ensure all SCC14 members have read-access to the site.

Mike Kipness will provide training on an as-needed basis for those unfamiliar with iMeet Central.

10. Chair’s remarks

Gary Hoffman is stepping down as chair, given his new role as Standards Association Standards Board (SASB) Chair.

Doug Edwards has been appointed the new SCC14 Chair by SASB.

11. Next Meeting

The Officers will circulate a poll to select a day and time for the Fall 2019 SCC 14 meeting. Target is to hold this teleconference sometime during the first three weeks of October 2019.

12. Adjournment

The meeting was adjourned at 2:35 PM.

Minutes submitted by:
Keith Flowers
SCC 14 Secretary
23 May 2019

Revision 1: 23 May 2019