

IEEE 802 July 2019 Rules Meeting

Update to 2018 Baselines

- LMSC P&P
 - Proposed: ec-18-0102-09
 - Comparison of proposal and current version: ec-18-0129-04
 - AudCom checklist:
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AudCom Reviewers Comments (1)

- AudCom was directed by the Standards Board to allow the change from Sponsor to Standards Committee to be an acceptable change.
- There was a variety of essentially editorial comments, for which we are going to ask for further review (e.g., capitalization, consistent use of terms, etc.).
- Asked to change our scope, we are looking for our approved scope to make sure it is correct in the P&P.
- Section 3.1 and 3.3 – For elections, we are guided by Roberts Rules, no need to specify the process in this document.
- Clarification for the letter of support (discussed later)

AudCom Reviewers Comments (2)

- Issue with PAR Study Group (discussed later)
- Added subsection have push back, but are allowed by AudCom conventions
- We require 2/3 of voting members to approve P&P changes, baseline only requires 2/3 of those voting (affects 7.1.2 and 12.0)
- Section 10 Dominance – IEEE-SASB bylaws have changed, simplifies this section, see later
- Section 11 Standards Committee Ombudsman – Move all the content to the Operations Manual

4.3 Voting Membership

- 1) Sentence needs to be clarified: “This letter is to document several key factors relative to their participation on the Standards Committee and is to be signed by both the Standards Committee member and an individual who has management responsibility for the Standards Committee member.” What role in the Standards Committee is considered has management responsibility? Chair? First Vice Chair? Second Vice Chair? Etc.
- Marked as not acceptable
- Note: In this section, the term “management responsibility” is intended to refer to the member’s manager “from their supporting entity” (previous sentence).
- Actions:
 - Clarify the text as follows: “... an individual [from the supporting entity](#) who has management responsibility for the Standards Committee member.”
 - Update proposed P&P with suggested text.

Issues with PAR Study Groups

- AudCom baseline has PARs done either as a subgroup of the Standards Committee (PAR Study Group) or in the Working Group
- The SASB rules state that it is done in a PAR Study Group, which is formed as a subgroup of the Standards Committee or the Working Group
- This leads to issues in the wording of the baseline, for which we have taken exception and need to negotiate with AudCom

10.0 Dominance – SASB Bylaws

- This is a summary, not quote
- Standards Committees shall monitor standards developing committees and duly authorized IEEE-SA activities for signs of dominance.
- If dominance is suspected by the Standards Committee, the Standards Committee shall immediately notify the Secretary of the IEEE-SA Standards Board and should recommend corrective action(s), which may include corrective action(s) listed in the Standards Committee's official P&P.
- SASB then decides if it exists and if something should be done
- Standards Committee implements specific corrective action approved by SASB
- SASB continually monitors efficacy of corrective actions and may take further actions, cease current actions or implement other actions

10.0 Dominance – new content

- Reference the SASB rules
- Reference the SASB FAQ
- Indicate that one action that may be taken is to treat the dominant group as a single vote (text from existing).

11.0 Standards Committee Ombudsman

- Note: Further considering other sections of AudCom convention, taking all sections in context, additional sections are acceptable.
- Substantive:
 - 1) Is the ombudsman an officer of the Standards Committee? if yes, please define the role in section 3.0 and define role's responsibilities in section 3.4
- The content of this section can be moved to section 3.0 and 3.4 respectively
- Marked as not acceptable
- Note: Ombudsman is not an officer in current proposal, all of whom are voting members.
- Actions:
 - Should some or most of this be in the operations manual?
 - Depending on consensus, could change proposed P&P

Action Items from meeting

- Nikolich: Find the approved scope of LMSC
- Thompson: Lead discussion for updated scope for potential approval by Computer Society
- Rolfe: Look up the superior rules that govern Executive Session
- Gilb: To verify capitalization in 6.2 Executive Session

Proposed OM Changes

See ec-19-0047-02

Changes since last OM proposal

- In Figure 1, add Standards Committee PAR Study Group
- In Figure 2, change to Standards Committee PAR Study Group
- We will need to wait for AudCom response to finalize OM changes.

Procedural vs. Technical

- Ad-hoc reviewed ideas and Gilb drafted a document
 - Document ec-19-0113-00
- Upon review, there were changes, which is uploaded as revision 01.
- This should probably go in the Chair's guidelines.
- Stanley: Will lead ad-hoc to harmonize/create coherence with ballot response guidelines and this. Members are Stanley, Rosdahl, Goldberg.
- Status report at October conference call for potential OM updates.

Changes to the Chair's Guidelines

Proposed text for Ombudsman (1)

- New section: 2.21: 802 Executive Committee Chairman's Guideline for the 802 Ombudsman

Purpose: To concisely state the role and responsibilities of the 802 Ombudsman.

802 Ombudsman Position Description:

1. Is a confidential and informal information resource, communications channel, complaint-handler and dispute-resolver, and a person who helps an organization work for change.
2. Purpose is to foster values and decent behavior -fairness, justice, equality of opportunity and respect
3. Is a designated neutral within an organization and reports to the 802 Executive Committee, outside ordinary management channels
4. Comply with all requirements defined in 802 LMSC P&P 11.0 Standards Committee Ombudsman
5. Contact details: 802ombudsman@ieee.org

Proposed text for Ombudsman (2)

802 Ombudsman Position functions and skills

1. Listening impartially
2. Providing and Receiving Information
3. Reframing Issues and Developing Options
4. Referral
5. Helping People Help Themselves
6. Information - Third Party Intervention and Diplomacy
7. Looking into the Problem
8. Generic Approach
9. Systems Change
10. Following Through
11. Investigation and Adjudication or Formal Appeals

Proposed text for Ombudsman (3)

802 Ombudsman operational guidance

1. Conflict of Interest

- a) Should an IEEE 802 participant seek the ombudsman's help on a matter that is related to any of the ombudsman's affiliations, the ombudsman is conflicted.
- b) In case the ombudsman is conflicted, the 802 ombudsman shall refer the help seeking IEEE 802 participant to the IEEE 802 EC chair for assignment of an unconflicted person to act as the 'unconflicted ombudsman' for that particular case.

2. Confidentiality

- a) The 802 ombudsman shall treat all conversation and communication of IEEE 802 participants approaching the ombudsman in his role as ombudsman as strictly confidential.
- b) Without the written consent of an IEEE 802 participant seeking the ombudsman's help, the ombudsman shall not reveal the identity of the participant.

3. Independence and Neutrality

- a) The ombudsman shall act as independent and neutral third party that may bring forward concerns or complaints on behalf of IEEE 802 participants.

Consent Agenda, PAR Study Groups

- 2.16 Consent agenda
- The following should be considered for inclusion on the consent agenda upon request:
 - 1) First renewal of a Study Group (either ECSG or WGSG)
- No such thing as "renewal" - this would be a rechartering - can we get this cleaned up?
- Probably should clean up a lot in the CG.

Consent Agenda timing

- Discussion on text for placing things on consent agenda, specifically with respect to timing
- Consensus was that for teleconference and opening session, document need to be available 1 week in advance.
- D'Ambrosia: Will re-work the wording, hopefully we will have new text by the end of the week.

Notes from meeting (transcribed from written notes)

Page 1

- Nikolich – Look for the approved LMSC scope
- Thompson – Lead the discussion for updating the LMSC scope. This may or may not finish and be approved before the P&P finishes at AudCom
- Slide 12 – Action is no change, note that Roberts Rules of order serves as a guideline for elections, so we don't need to specify the rest.
- Slide 15 – Change here and other slides that we are willing to discuss with AudCom reviewers, but that we are not specifically requesting the call
 - However, there will likely be items that require a conference call.

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- Slide 21
 - First item: Adopt the first option, include the new text, this will require approval at the Friday closing.
 - Second item: We fixed this for editorial consistency
- Slide 22: Comment was that the baseline allows a group of new, non-voting members, to radically change the direction of a WG by passing new PARs without approval of the voting members of the WG
- Slide 26: Is this correct as uncapitalized? That is, is this location a generic use of Executive Session?
- Slide 27: Ben will look to see if the superior rules define Executive Session and report back.

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- Slide 32: Lots of discussion, we likely don't need much, if anything from the current 10.0. Instead, just put in:
 - Reference and link to correct SASB rules
 - Link to SASB FAQ on dominance
 - Add that for LMSC, one corrective action is to treat the dominance group as one vote.
- Slide 34: Action: this needs to be in the P&P as it is the document it describes. It can't be in the Operations Manual, as it is an inferior document which is over-ridden by this document.

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- There was significant discussion on the independence of the ombudsman
 - One comment is that the ombudsman is normally only contacted rarely and for serious items for which the normal channels have failed.
 - Suggestions for independence included
 - Have 2 ombudsman to avoid affiliation conflict
 - Hire outside firm to be ombudsman (but may not be conversant with our processes)
 - Use retired 802 member, pay retainer from treasury
- Agreement that much of the text in 11.0 should go in the Operations Manual and not be in the P&P. Gilb to rewrite and submit OM change.

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- Significant discussion regarding Procedural versus Technical
 - Noted that the list of not helpful comments is better expressed in other documents
 - Stephens had significant input for RevCom comment guidelines and has created a document for 802.11 Standards Association balloting.
 - Suggestion was to harmonize and/or create coherence among the documents and then socialize with 802 as a whole.
- Stanley offered to lead the group to work on this, with a status report for the October 2019 Conference call, hope to finish by November 2019
 - In October call, may have suggested OM changes
 - Ad-hoc membership is: Stanley (Chair), Rosdahl and Goldgerg

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- Consent agenda discussion
 - Chaplin had made comments to improve text
 - Rosdahl would like all documentation available at the time that a consent agenda item is submitted.
 - Comment that motion text shall be included in a consent agenda item that involves a motion.
 - Should use the motion template.
 - Rosdahl asked that the text is consistent for all 3 cases (teleconference, opening and closing) and that only the timing be changed
- Consensus was that due date for teleconference and opening should be one week in advance.