November 2021 Rules Motions

Overview

- Changes to WG P&P based on feedback from AudCom

- Changes to OM based on:
  - Changes to WG P&P
  - Update for electronic meetings

13.0 Revision of Sponsor P&P

- Revisions to this document shall be submitted by a Standards Committee member to the Standards Committee no less than 30 day in advance of a Standards Committee Vote to approve them. The Standards Committee member proposing the revision may modify the proposed revision during the 30 days prior to a Standards Committee Vote (in response to comments). Insufficient time to consider complex modifications is a valid reason to vote disapprove. A motion to revise this document shall require a vote of approve by at least two thirds of all voting members of the Standards Committee. If approved, revisions become effective at the end of the Standards Committee meeting where the vote was taken or when the final result of the Standards Committee electronic ballot is announced by the Standard Committee Chair or designee.

- We have 6 officers, 7 voting WG/TAG chairs
  - 13 voting members, 2/3 approval is 9 affirmative votes

WG P&P changes, simple (maybe)

- Section 4.2
  - Change "Session" to "Sessions" in two places (editorial)
  - "A recent Interim Session is any of the Interim Sessions after the first of the four most recent Plenary Sessions."

- Delete (not completely correct and lets not argue this)
  - Membership in the IEEE SA will also allow participants to join the Standards Association ballot group.

WG P&P changes, discussion

- ## Section 4.2
  - Delete
  - Although not a requirement for membership in the Working Group, participants are encouraged to join the IEEE, IEEE SA and the IEEE Computer Society.

Membership list

- Current text:
  - "except temporarily when required to edit or update the list."
- My poor suggestion:
  - "except temporarily during the time required to use, edit or update the list,"
- Yvette's suggestion
  - "except temporarily during the time required to edit or update the list if the list is not on a system that automatically stores the data to a non-IEEE system, and the information is deleted immediately after use."
- Discuss amongst yourselves

Membership list comments

- 4.6 and 4.7 — I have a practical problem with both the position of Yvette, and the text. I find three lists used in the P&P: WG Voting Member list (3.4.5,h), WG Participant List (4.6), and WG Membership list (4.7). An example of a practical problem is Direct Vote Live. As I understand, it uses email addresses in validating who is allowed to vote, and that has to be populated to use the tool. Email addresses are only included on the WG Participant List, and there is no exemption for using keeping any of the PII contained in the WG Participant List for any purpose except for updating the list. This means that volunteers cannot practically run a tool the uses any of the PII in the WG Participant List. This makes things less secure than using the WG Membership List. But The WG Membership List does not even information to separate voting members and non-voting members per the definitions of 1.5. How does the Secretary fulfill their duty in 3.5.4,h when the Membership List.

- It seems to me that this is mostly a baseline problem. Would AudCom allow extraction of voting status of members from the Participant list to create the voting member list? Would AudCom (contrary to the instructions) allow voting status of members to be included as item c)? Would AudCom be willing to change 3.5.4,h) to reference the WG Membership list instead of creating a third list? Would IEEE SA Risk Management recognize the practical need to use a subset of the PII to keep our process with electronic tools both practical and a secure implementation of more cumbersome methods for doing things like roll call voting.

Other issues

- Page 4, 1.5 — There is a baseline problem that complicates the document. All participants must be either a member or non-member, but there is nothing in the baseline that defines any rights or other status except they can't vote. In the past, IEEE legal has given us the interpretation that a subscriber to a reflector is a participant. I hope this remains true. Unfortunately the Baseline P&P use italics in 1.5 to define non-member, member, voting member, and non-voting member. (This makes the word "member" ambiguous in some cases in both AudCom and our text, and this use of italics differs from other terms that are capitalized (e.g., "Chair"). Uncapitalized (i.e., no italics) is appropriate for "IEEE SA member" and other members that aren't referring to WG membership, so AudCom use of capitals for the terms would improve the baseline.

- I think we would be better off if we could change the 1.5 definition of terms. For us, Members are a subset of Participants, and I don't know of any reason we want to identify a group which is non-member participants. Similarly, I have trouble with the need for a definition for non-voting members (yes I noted 4.3).

Other issues

- 3.5.4,h) — So non-member participants can't get the list of voting members? Why? Why isn't this the WG membership list of 4.7, shouldn't all participants be able to know all other participants affiiiations? (Oops this is baseline issue, but still is related to the problem of the 1.5 definition separating Members into non-voting members and voting members and perhaps some on AudCom having trouble separating "members" from being a synonym for "voting member".)

- 4.2, first paragraph — The first use of "membership" appears to be correct, the others should be "voting membership".

- 4.2, third and fourth paragraphs — All occurrences of "membership" should be "voting membership".

- 4.2, 6th paragraph, last sentence — This is misleading. Perhaps add at the end "without payment of a per ballot fee".

- 4.2, 8th paragraph — "Membership" should be "Voting membership".

- 4.2, 9th paragraph — All occurrences of "membership" should be "voting membership".

- 4.2.1, 1st paragraph — "Membership" should be "Voting membership".

- 4.2.1, 3rd paragraph — "member (i.e., has voting rights)" should use the defined term voting member

- 4.2.1, 5th through 8th paragraphs — all occurrences of "member" or "membership" without the qualifier "voting" should have that qualifier.

- 12 — All forms of "member" should be "voting member"

- 14, second paragraph — "members" should be "voting members"

Editorial edits to be made

- The Vice Chair is empowered in the approval motions to fix his or her failure to understand proper English, hence I propose the following fixes from my auto-correct checker:
  - Page 6, 1.5 — "An Interim Session is set of meetings..." grammar correction to "An Interim Session is a set of meetings…"
  - Page 7, 1.5 — "A Session is collection of …" grammar correction to "A Session is a collection of …"
  - Page 11, 3.2.5,a) — Replace "does" with "takes over" for consistency with the First Vice Chair text.
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IEEE LMSC WG P&P motion

- This motion is brought under Clause 13.0 "Revision of the IEEE 802 LMSC Working Group Policies and Procedures" of the IEEE 802 LMSC WG P&P.

- Moved: Approve document ec-21-0280-01-00EC as the IEEE 802 LMSC Working Group Policies and Procedures and forward the document to AudCom for consideration and IEEE SASB approval. The First Vice Chair is empowered to provide explanations to AudCom regarding the submission.

- NOTE: This results in a change to the WG P&P that takes effect after the close of the plenary session (which is now actually defined in the WG P&P)
  - Moved: Gilb
  - Second:
  - Vote:

Changes to the Operations Manual

Changes to the OM

- Revisions to the IEEE 802 LMSC OM shall be submitted by a IEEE 802 LMSC member to the IEEE 802 LMSC no less than 30 day in advance of a motion (or conclusion of an electronic ballot) to approve them. Amendments in response to comments on the proposed revision are permitted. Insufficient time to consider complex modifications is a valid reason to vote disapprove. A motion to revise these documents shall require a vote of approve by at least two thirds of all voting members of the IEEE 802 LMSC. If approved, revisions become effective at the end of the meeting where the votes were taken or when the final result of the electronic ballot is announced by the Standards Committee Chair or designee.
- We have 6 officers, 7 voting WG/TAG chairs
  - 13 voting members, 2/3 approval is 9 affirmative votes

Misc changes

- Delete Subclause 6.2, Procedure for Establishing a Directed Position as it is in the WG P&P as Clause 14

- Capitalize Plenary Session and Interim Session as they are now defined.

IEEE 802 LMSC Interim Electronic Meeting

5.3.1 Schedule:

The IEEE 802 LMSC Interim Electronic Meeting is normally held on the 1st Tuesday of months during which there is not a Plenary Session. The IEEE 802 LMSC Chair may cancel an IEEE 802 LMSC Interim Electronic Meeting.

5.3.2 Notifications:

Notification of the IEEE 802 LMSC Interim Electronic Meeting agenda shall be made 15-days prior to the meeting and shall be announced on the IEEE 802 LMSC reflectors. The meeting shall be open for observers. The notification shall provide the proposed agenda and call-in information.

On rare occasions, there may be a need for an IEEE 802 LMSC Interim Electronic Meeting to address unexpected circumstances that require a quick response. If the Standards Committee Chair decides that such an IEEE 802 LMSC Interim Electronic Meeting is in order, the notification requirement may be as little as 24 hours.

IEEE 802 LMSC Interim Electronic Meeting

5.3.3 Duration:

The duration of the meeting shall be limited to 2 hours.

5.3.4 Quorum requirement:

A quorum requirement for all IEEE 802 LMSC meetings exists as stated in Quorum subclause of the IEEE 802 LMSC Policies and Procedures.

4.1.3 Meetings

- Change title to "IEEE 802 LMSC Meetings"

- The IEEE 802 LMSC meets in-person during in-person plenary sessions. At the discretion of the Chair, between plenary sessions, meetings via electronic means may be scheduled.

4.1.4 Procedure for … Sponsor meetings

- Change "IEEE 802 sponsor" to "IEEE 802 LMSC"

- Item d
  - For an in-person or hybrid plenary session, t~~T~~he opening IEEE 802 LMSC meeting shall start at 8:00 a.m. and end no later than 10:30 a.m. on Monday morning and the closing IEEE 802 LMSC meeting shall start at 1:00 p.m. and shall end no later than 6:00 p.m. on Friday of the plenary session.

- Add new item
  - For an electronic plenary session, the opening IEEE 802 LMSC meeting shall last no longer than two and one-half hours and the closing IEEE 802 LMSC meeting shall last no longer than five hours.

Clause 5: IEEE 802 LMSC sessions

- WG meetings are in person if the plenary is.
  - "All Working Group meetings during an in-person ~~each~~ Plenary Session shall be exclusively in-person."

- Use "in-person" instead of "face-to-face" to be consistent with P&Ps
  - "The Working Group Chair may designate specific individual experts who are allowed to participate in Working Group discussions via electronic means during an in-person ~~a face-to-face~~ meeting for the benefit of the group.

5.1 Plenary sessions

- Add to 5.1
  - "A plenary session begins with the IEEE 802 LMSC Opening Meeting and ends with the IEEE 802 LMSC Closing Meeting. The IEEE 802 LMSC determines the times and dates for the IEEE for these meetings
  - Working group plenary sessions may begin after the end of the IEEE 802 LMSC Opening Meeting and shall end prior to the start of the IEEE 802 LMSC Closing Meeting."

5.1.1 IEEE 802 LMSC plenary

- "If tutorials are offered on Monday <u>during an in-person IEEE 802 LMSC plenary session</u>, other meetings of IEEE 802 LMSC subgroups shall not be scheduled to overlap with the time of the tutorial programs.

PAR and ICAID plenary review

- In 9.3 and 10.3, fourth paragraph, change
  - Not later than 6:30 p.m. on Tuesday of ~~the~~ an in-person plenary session, or as determined by the IEEE 802 LMSC during an electronic plenary session.

- In 9.3 and 10.3, fifth paragraph, change
  - not later than 6:30 p.m. on Wednesday of ~~the~~ an in-person plenary session, or as determined by the IEEE 802 LMSC during an electronic plenary session.

- Leave 30 days in advance of opening meeting in 9.2 and 10.2

IEEE LMSC Operations Manual motion

- This motion is brought under Clause 17.0 "Revision of the IEEE 802 LMSC OM" of the IEEE 802 LMSC Operations Manual.

- Moved: Approve document ec-21-0169-05-00EC as the IEEE 802 LMSC Operations Manual.

  – Moved: Gilb

  – Second:

  – Vote: