

July 2024 Rules Meeting

Participant behavior in IEEE-SA activities is guided by the IEEE Codes of Ethics & Conduct

- All participants in IEEE-SA activities are expected to adhere to the core principles underlying the:
 - IEEE Code of Ethics
 - IEEE Code of Conduct
- The core principles of the IEEE Codes of Ethics & Conduct are to:
 - Uphold the highest standards of integrity, responsible behavior, and ethical and professional conduct
 - Treat people fairly and with respect, to not engage in harassment, discrimination, or retaliation, and to protect people's privacy.
 - Avoid injuring others, their property, reputation, or employment by false or malicious action
- The most recent versions of these Codes are available at <http://www.ieee.org/about/corporate/governance>

Participants in the IEEE-SA “individual process” shall act independently of others, including employers

- The IEEE-SA Standards Board Bylaws require that “*participants in the IEEE standards development individual process shall act based on their qualifications and experience*”
- This means participants:
 - Shall act & vote** based on their personal & independent opinions derived from their expertise, knowledge, and qualifications
 - Shall not act or vote** based on any obligation to or any direction from any other person or organization, including an employer or client, regardless of any external commitments, agreements, contracts, or orders
 - Shall not direct** the actions or votes of other participants or retaliate against other participants for fulfilling their responsibility to act & vote based on their personal & independently developed opinions
- By participating in standards activities using the “*individual process*”, you are deemed to accept these requirements; if you are unable to satisfy these requirements then you shall immediately cease any participation

IEEE-SA standards activities shall allow the fair & equitable consideration of all viewpoints

- The IEEE-SA Standards Board Bylaws (clause 5.2.1.3) specifies that “*the standards development process shall not be dominated by any single interest category, individual, or organization*”
 - This means no participant may exercise “*authority, leadership, or influence by reason of superior leverage, strength, or representation to the exclusion of fair and equitable consideration of other viewpoints*” or “*to hinder the progress of the standards development activity*”
- This rule applies equally to those participating in a standards development project and to that project’s leadership group
- Any person who reasonably suspects that dominance is occurring in a standards development project is encouraged to bring the issue to the attention of the Standards Committee or the project’s IEEE-SA Program Manager

Guidelines for IEEE-SA Meetings

- All IEEE-SA standards meetings shall be conducted in compliance with all applicable laws, including antitrust and competition laws.
 - Don't discuss the interpretation, validity, or essentiality of patents/patent claims.
 - Don't discuss specific license rates, terms, or conditions.
- Relative costs of different technical approaches that include relative costs of patent licensing terms may be discussed in standards development meetings.
 - Technical considerations remain the primary focus
 - Don't discuss or engage in the fixing of product prices, allocation of customers, or division of sales markets.
 - Don't discuss the status or substance of ongoing or threatened litigation.
 - Don't be silent if inappropriate topics are discussed. Formally object to the discussion immediately.

For more details, see *IEEE-SA Standards Board Operations Manual*, clause 5.3.10 and *Antitrust and Competition Policy: What You Need to Know* at <http://standards.ieee.org/develop/policies/antitrust.pdf>

If you have questions, contact the IEEE-SA Standards Board Patent Committee Administrator at patcom@ieee.org

IEEE SA Copyright Policy

By participating in this activity, you agree to comply with the IEEE Code of Ethics, all applicable laws, and all IEEE policies and procedures including, but not limited to, the IEEE SA Copyright Policy.

- Previously Published material (copyright assertion indicated) shall not be presented/submitted to the Working Group nor incorporated into a Working Group draft unless permission is granted.
- Prior to presentation or submission, you shall notify the Working Group Chair of previously Published material and should assist the Chair in obtaining copyright permission acceptable to IEEE SA.
- For material that is not previously Published, IEEE is automatically granted a license to use any material that is presented or submitted.

IEEE SA Copyright Policy

- The IEEE SA Copyright Policy is described in the IEEE SA Standards Board Bylaws and IEEE SA Standards Board Operations Manual
 - IEEE SA Copyright Policy, see
- Clause 7 of the IEEE SA Standards Board Bylaws
 - <https://standards.ieee.org/about/policies/bylaws/sect6-7.html#7>
- Clause 6.1 of the IEEE SA Standards Board Operations Manual
 - <https://standards.ieee.org/about/policies/opman/sect6.html>
- IEEE SA Copyright Permission
 - <https://standards.ieee.org/content/dam/ieee-standards/standards/web/documents/other/permissionltrs.zip>
- IEEE SA Copyright FAQs
 - <https://standards.ieee.org/faqs/copyrights/>
- IEEE SA Best Practices for IEEE Standards Development
 - http://standards.ieee.org/content/dam/ieee-standards/standards/web/documents/other/best_practices_for_ieee_standards_development_051215.pdf
- Distribution of Draft Standards (see 6.1.3 of the SASB Operations Manual)
 - <https://standards.ieee.org/about/policies/opman/sect6.html>

Agenda

Call to order

IEEE SA policies & guidelines

Old Business:

- In-person attendance for gaining and maintaining membership

New Business:

- Review and begin updating P&Ps (or justifying differences) versus new Audcom baselines
- Any other new business...

Adjournment

In-person attendance credit: (Status from March 2024)

- Proposal presented at LMSC opening, summaries presented in WGs, discussion at LMSC closing without motion
- Further discussion and socialization was needed before presenting a change

In-person attendance credit: (Discussion)

- Discussion/next steps:

New Business:

Review of 802 P&Ps vs. new Audcom Baselines

Review of 802 P&Ps vs. new Audcom P&Ps is in progress

- WG P&Ps: (preliminary view)
 - Many editorial changes to organization of document
 - Some changes to insert/delete “modifier” words in rules – need to understand import -> need detailed review
 - Voting rights section substantially different
 - Consider whether to incorporate Open Source text in 802 P&Ps

Call for volunteers to participate in review, bring recommendations

- Best done offline from rules meeting

Any other New Business?

Backup/Reference

Proposed Change for Attendance

- Return to requiring In-Person attendance at 2 out of the last 4 Plenary Sessions
 - One In-Person Interim may be used in place of a plenary
 - Require In-Person attendance at 1 1/2 meetings per year (or 2 one year, one the alternate)
- This policy only affects gaining and maintaining voting rights
 - IEEE 802 is planning to continue with hybrid meetings
 - Anyone complies with the meeting fee rules can participate
- The WG chair can declare In-Person attendance credit at their discretion

Why Is This Change Being Considered

- To encourage in-person attendance
 - Encourage informal consensus building
 - Build empathy among individuals
 - Encourage active participation among attendees
- Provide individuals with a strong reason to justify travel time and cost for in-person attendance
 - Travel costs are only a small part of the overall commitment
 - Time is probably our most valuable contribution
- Improve unity and cross-pollination of ideas among IEEE 802 standards and attendees

FAQ

- When will it take effect?
 - 2 options being considered, one is after March 2024 plenary, the other is after the July 2024 plenary
- When will I start to lose voting rights if I don't attend in person?
 - It depends on your previous credited attendance
 - If it takes effect at the end of the March 2024 meeting, it could be until May 2025
 - If it takes effect at the end of the July 2024 meeting, it could be until September 2025
- Does this apply to TAG membership? Yes

Proposed Changes to the LMSC WG P&P

4.1 Attendance at Meetings, insert at end of section:

“In-Person Credited Attendance is Credited Attendance for an on-site individual at the meeting venue. Credited Attendance earned prior to July 31, 2024 shall be the same as In-person Credited Attendance.”

“In-Person Session Attendance Credit is Session Attendance Credit consisting entirely of In-person Credited Attendance. Session Attendance Credit earned prior to July 31, 2024 shall count as In-person Credited Attendance for the purpose of establishing or retaining membership.”

4.2 Voting Membership

Change 2nd sentence: “Thereafter, membership in a Working Group is established by achieving In-Person Credited Attendance in at least 75% of the meeting slots at the Sessions of the Working Group for two out of the last four Plenary Sessions; one In-Person Credited recent Working Group or Task Group Interim Session may be substituted for one of the two Plenary Sessions required to establish membership.”

Insert at end of section (before 4.2.1): “In-person Credited Attendance may be declared at the discretion of the working group chair for individuals attending electronically.”

4.2.1 Requirements to maintain Voting Membership, change first sentence as follows:

Persons who do not retain membership by In-Person Session Attendance Credit, lose membership, but this does not cause the loss of previous In-Person Session Attendance Credit or Session Attendance Credit