

**IEEE-SA Standards Board**  
**Industry Connections Committee (ICCom) Minutes**  
**11 May 2012, 11:00a-1:00p (USA Eastern)**  
**Teleconference**

1. Call to order (11:06 AM)

*Attendees: John Kulick (ICCom Chair), Wael Diab, Alex Gelman, Yatin Trivedi, Yu Yuan, Dave Ringle, Oleg Logvinov, Jim Wendorf, Sam Sciacca*

2. Approval of agenda (unanimous consent)

No items added.

3. ICCom Operations Manual: Review and work plan

Discussion of work accomplished to date. An Ad Hoc was established to work on the ops manual: John (lead), Alex, Yatin, and Dave. Jim and Sam will assist both with this and the ICAID form work. Goal is to submit the completed document to ProCom by the end of July in order to have a chance to get the Ops manual passed at the August SASB Series Meetings. Reviewers are asked to review the existing document (on Mentor Site) and prioritize work based on their opinions and/or areas of interest.

Current IC activity can continue as Ops manual is visibly under development. No requests for new projects are in hand, but 2-3 are expected in the near future.

4. ICAID form: Review and work plan

AD Hoc established. Wael (lead) with Jim and Sam assisting. Discussion on whether one form or two are needed for individual and entity based projects. The suggestion is, if there are two documents, have them align so that common material appears in common form between the two. It was noted that there is only a single version of the PAR form, with a check box to indicate individual versus entity. On line ICAID (when completed) can walk the submitter through the separate document fields based on input of individual or entity. Ad Hoc to consider and recommend an approach.

ICAID does not need ProCom approval...only approval of ICCOM.

## 5. IC Program web site and other resources

Nothing is visible on the website work to date, but website is being redesigned. Should be up sometime in June.

## 6. Next meeting: Beijing with Teleconference?

Next meeting will be teleconference on May 18<sup>th</sup>, followed by one on May 25<sup>th</sup>. Jim to set up meeting invitation. The purpose of the May meetings will be to review Ad Hoc work on the Ops Manual and ICAID. Some ICCOM members may not be able to make both. Work/Agenda will be set at each meeting depending on who shows up.

Discussion took place on an ICCOM meeting during the SASB meeting in Beijing. Long term, it is desirable to have an ICCOM meeting scheduled into the SASB series so that a rhythm of the group develops and submitters for ICAID activity have established deadlines for consideration. Continuous process meetings are also a possibility....wait to see depending on level of activity.

## 7. Adjournment (12:05PM)