

**IEEE-SA Standards Board
Industry Connections Committee (ICCom) Minutes
19 August 2014 9:00 AM-11:00 AM
Beijing, PRC**

1. Call to order; Roll call (9:00 am)

Members Present: Stephen Dukes, David Law, Xiaohui Liu, Oleg Logvinov (ICCom Chair, Phone), Yatin Trivedi (Acting ICCom Chair), Yu Yuan

Members Absent: Farooq Bari, Mustafa Wajid, Howard Wolfman

Legal Counsel: Claire Topp

Staff: James Wendorf (ICCom Administrator, Phone), Karen Evangelista (ICCom Administrator, Phone), Kim Breitfelder, Matt Ceglia, Mary Ellen Hanntz, Konstantinos Karachalios, Karen Kenney, Karen McCabe, Adam Newman, Dave Ringle, Susan Tatiner (Phone), Lisa Weisser (Acting ICCom Administrator)

Guests: Jiadong Du, Gary Hoffman, Jim Hughes, Michael Janezic, Jeffrey Katz, Bruce Kraemer, John Kulick, Ted Olsen, Ron Petersen, Gary Robinson, Adrian Stephens, Peter Sutherland, Philip Winston, Don Wright

2. Approval of agenda

Motion to approve (Stephen Dukes); Second (Yu Yuan). No objections to unanimous approval.

3. Approval of previous minutes

- 10 June 2014:

<https://ieeesa.centraldesktop.com/p/eAAAAAERIJAAAAA8ae2Q>

Motion to approve (Stephen Dukes); Second (Yu Yuan). No objections to unanimous approval.

4. New/Revised ICAIDs

4.1 ICAID Review Schedule

The review schedule includes looking at the IC Activities from 2009-2012 to see if the ICAIDs need to be updated or revised.

4.2 IC12-001-02 Standardization and Innovation in IT (SIIT) Conference:

Status report:

<https://ieeesa.centraldesktop.com/p/eAAAAAERIAAAAAHoais>

Susan Tatiner gave the status report including securing the host and venue for 2015. Susan also asked ICCom for comments/ideas on the following issues: (1) Expand and energize the activity group (in process). (2) Develop sponsor support to fund travel grants for students with demonstrable financial need. (3) Standards and standardization impact. SIIT should attract participants from all technical fields, across the IEEE.

Revised ICAID:

<https://ieee-sa.centraldesktop.com/p/eAAAAAAAERICAAAAAHn7dpY>

Motion to recommend SASB approval (David Law); Second (Stephen Dukes). No objections to unanimous approval.

5. Activity Terminations

No requests for activity terminations to report/discuss at this meeting.

6. Activity P&P Reviews

6.1. ICom Ad Hoc on P&P Review Process

6.1.1 Ad Hoc Presentation

Yatin Trivedi gave a presentation on what the Activity P&P Review Ad Hoc had worked on. Yatin presented the Documentation of the P&P Review process. The Ad Hoc looks to have completed Documentation, Baselines and SIIT P&P voted on at the next meeting.

AI: Include in the Ad Hoc discussion: whether the older P&Ps need to follow the current IC Activity P&P baselines, do they need to conform or are they grandfathered?

6.1.2 Process Documentation:

<https://ieee-sa.centraldesktop.com/p/eAAAAAAAERIFAAAAERZCzY>

6.1.3 Baseline IC Activity P&Ps: Finalization and approval process

P&P Checklist – Entity:

<https://ieee-sa.centraldesktop.com/p/eAAAAAADuBIAAAAAGMX2kA>

P&P Baseline – Entity:

<https://ieee-sa.centraldesktop.com/p/eAAAAAADuB0AAAAACjyKmU>

P&P Checklist – individual:

<https://ieee-sa.centraldesktop.com/p/eAAAAAADuBaAAAAAEck5Ls>

P&P Baseline – Individual:

<https://ieee-sa.centraldesktop.com/p/eAAAAAADuBmAAAAAFIm7sg>

6.2. P&P Review Schedule

AI: Karen Evangelista will assign ICom members to review the P&Ps identified.

6.2.1 SIIT P&P

AI: Karen Evangelista will assign ICom members to review the SIIT P&P.

7. IC Program Metrics and Activity Status Reports

7.1. IC Program Metrics

<https://iee-sa.centraldesktop.com/p/eAAAAAAAERIKAAAAAFAYULc>

Jim Wendorf gave a presentation on the IC Program Metrics.

7.2. Activity Status Reports

7.2.1 IC13-006-01 Cloud Computing Innovation Council for India

Status Report:

<https://iee-sa.centraldesktop.com/p/eAAAAAAAETOyAAAAAEHwL3Q>

Yatin Trivedi presented the status report to the committee. The Cloud Computing Innovation Council for India is looking to transition to ISTO.

8. Old Business

8.1. Action Item Review

<https://iee-sa.centraldesktop.com/p/eAAAAAAAERILAAAAABEa340>

Action Item		Status
Karen Evangelista will assign ICCom members to review the six P&P's identified.		In the process of obtaining the P&P's from the ICAID owners.
Adam Newman will develop and implement recommendations for SA procedures for conference development and delivery.		In development, working with IEEE Conferences, there may be information to share for December's meeting.
Oleg Logvinov and Jim Wendorf to write language for inclusion in the ICCom Ops Man and ICAID form regarding acceptable P&P's.		In development

8.2. ICCom Ad Hoc on IPR

Presentation:

<https://iee-sa.centraldesktop.com/p/eAAAAAAAETO7AAAAACKgkOE>

David Law gave a presentation on the work of the IPR Ad Hoc. The Ad Hoc proposed new IEEE-SA Standards Board Operations Manual Commercial terms and conditions:

<https://ieee-sa.centraldesktop.com/p/eAAAAAAETOsAAAAAD-wYnw>

This language was approved by the ad hoc and legal counsel. Motion to forward to ProCom (David Law); Second (Stephen Dukes). No objections to unanimous approval. David Law will embed language in the ProCom Procedural Change Request Form. The ad hoc was disbanded with thanks.

9. Next meetings

- 8 December 2014, Piscataway, NJ, USA

10. Adjournment

There being no further business the meeting was adjourned at 10:18 am.