IEEE-SA Standards Board
Industry Connections Committee (ICCom) Minutes
03 December 2012, 4:30p-6:30p (USA Eastern)
IEEE Operations Center, Ada C, Piscataway, NJ

1. Call to order; Roll call (4:54 PM)
Members Present: John Kulick (ICCom Chair), Wael Diab, David Law, Oleg Logvinov, Yatin Trivedi, Howard Wolfman, Yu Yuan
Members Absent: Alex Gelman
Legal Counsel: Claire Topp
Staff: James Wendorf (ICCom Administrator), Karen Evangelista, Lloyd Green, Yvette Ho Sang, Karen Kenney, Mike Kipness, Bob LaBelle, Karen McCabe, Mary Lynne Nielsen, Walter Pienciak, Dave Ringle, Sam Sciacca (Telephone), Ravi Subramaniam, Susan Tatiner
Guests: Clint Chaplin, Bob Grow, Jim Hughes, Bruce Kraemer, Bill Moncrief, Ted Olsen, Tyde Richards (Telephone), Adrian Stevens, Don Wright

2. Approval of agenda
John presented the agenda and asked for comments. New item added, 7.1 Advice on EDA Symposium as IC activity**.** Motion to approve (Oleg); Second (Howard). No objections to unanimous approval, as amended.

3. Approval of previous minutes (28 August 2012)
Motion (Wael) and second (Yatin) for approval. No objections to unanimous approval.

4. Activity Terminations
4.1. IC-11-002 IEEE 802.11 Patent Pool Exploratory Forum
Status Report of Activity indicates purpose of request to terminate. Request is being made by Activity Chair.
Motion to recommend termination (Wael), second (Oleg). No objections to unanimous approval.

5. New/Revised ICAIDs
5.1. IC12-006-01 IEEE Actionable Data Book for STEM Education
Tyde Richards presented an overview of the ICAID and responded to questions. Management structure wording was discussed. As a result of the discussion, minor modifications were made to the ICAID. There were questions regarding the Activity developing a prototype or a product implementation. The language was changed to "proof of concept demonstrator".
Motion to recommend approval as modified (Wael), seconded (Yatin). No objections to unanimous approval.

5.2. IC12-007-01 Systems & Components for Energy Routers

Sam presented an overview of the ICAID in lieu of Matt Wilkowski (who was traveling in China). Sam responded to questions from the committee, and a couple of minor changes were made to clarify the wording in the ICAID. Motion to recommend approval as modified (Oleg), seconded (Wael). No objections to unanimous approval.

6. Activity Status Reports

Jim went through a report of current activities, posted at https://ieee-sa.centraldesktop.com/p/eAAAAAAAtyIAAAAAFHjO-U.
Discussion took place as to how often reports should be made. Quarterly may be too frequent. Also, discussion took place on the need/propriety of reports to ICCom when the activity is under another sponsor. There needs to be a balance between ICCom getting the appropriate amount of information and becoming a burden to the activity. No specific action taken on this topic. Jim to use own best judgment about how frequently to request reports from each activity on a case-by-case basis.

7. Potential future ICAIDs (under discussion/development)
7.1. Advice on EDA Symposium as IC activity

There was a discussion regarding the need for initiating an IC activity, as the symposium moves from its current home to become an IEEE activity. Yatin discussed issues regarding moving the symposium to IEEE Conference Services. A "test run" under the IC program may be a good alternative. More information is needed about Conference Services' rules. Yatin & Jim to look into this, with help from Mary Lynne Nielsen and Moira Patterson.

Three other potential future ICAIDs were also mentioned:
- Electric Vehicle Wireless Power Transfer – ICAID imminent.
- DC in the Home – ICAID under development by potential leader.
- Stray Voltage Data Repository – Initially working together with Smart Energy Data Repository.

8. ICCom Operations Manual: Status update and review

Current draft: https://ieeesa.centraldesktop.com/p/aQAAAAABRlfA (ICCom private).
Jim announced that an updated draft has been posted, and encouraged ICCom members to review it and comment. Next meeting on manual will include entire committee, not just Ad Hoc.

9. Baseline IC Activity Policies and Procedures: Status update
9.1. Entity-Based

Current draft: https://ieeesa.centraldesktop.com/p/aQAAAAABQvYb (ICCom private)

9.2. Individual-Based

Current draft: https://ieeesa.centraldesktop.com/p/aQAAAAABRqTG (ICCom private)

The latest drafts have been posted. A comment was made that the Patent Policy should not be included in the ICCom P&Ps and Ops Manual. An expansion of the Patent Policy to cover IC activities needs to be done in a different, higher level document. For now, it should be removed while this is discussed with PatCom and ProCom.

10.   New Business

10.1. Update of IC Program brochure

A draft has been posted:

https://ieee-sa.centraldesktop.com/p/aQAAAAABRkfw (ICCom private)

Jim would like comments by the end of the week so that the brochure can go to print before the end of the year.

10.2. Update of IC Program web site

http://standards.ieee.org/industryconnections

Comments also appreciated by end of week.

11.   Next Meetings

The next ICCom meeting will be 04 March 2013, 4:30-6:30 PM, in Piscataway, NJ. Other teleconference(s) may be scheduled as needed, if new ICAIDs are submitted that require prompt review.

12.   Adjournment (6:35 PM)