

IEEE-SA Standards Board Audit Committee (AudCom)

Meeting Minutes

3 September 2019

9:00 a.m. - 10:30 a.m. ET

Teleconference

Members:

Masayuki Ariyoshi

Doug Edwards

Christel Hunter

Thomas Koshy

John Kulick

Howard Li

Kevin Lu

Daleep Mohla

Andrew Myles

Annette Reilly, Chair

Mehmet Ulema

Feng Wu

Jingyi Zhou

IEEE Staff:

Christy Bahn

Matt Ceglia

Karen Evangelista

Josh Gay

Jonathan Goldberg

Jodi Haasz

Soo Kim

Michael Kipness

Vanessa Lalitte

Ashley Moran

Dave Ringle

Pat Roder

Jennifer Santulli

Erin Spiewak

Tom Thompson

Lisa Weisser, Administrator

Malia Zaman

[Unless otherwise noted, all votes are unanimous]

1. CALL TO ORDER AND INTRODUCTIONS

Chair Reilly called the meeting to order at 9:01 a.m. There was a round of introductions.

2. REVIEW AND APPROVAL OF THE AGENDA

Chair Reilly asked if there were any additions, deletions, or alterations to the published agenda. There were none.

A motion was made to approve the 3 September 2019 AudCom meeting agenda. In the absence of objection, the motion was approved.

3. APPROVAL OF MINUTES FROM THE 11 JUNE 2019 AUDCOM MEETING

A motion was made to approve the minutes of the 11 June 2019 AudCom meeting. The motion was unanimously approved.

4. P&P REVIEW

4.1 Status of Continuing Standards Committee P&P Review

4.1.1 AES/RS – Guido Hiertz, Howard Li

Motion: To recommend acceptance of the AES/RS P&P. Upon vote, the motion passed. (Conditional; contingent upon minor editorial corrections, to be completed before the SASB meeting.)

NB: The condition has been met.

4.1.2 C/BDL - Thomas Koshy, John Kulick

Motion: To recommend acceptance of the C/BDL P&P. Upon vote, the motion passed.

Following the outcome of this review, AudCom discussed item 6.1.1 on the agenda and C/BDL was recognized by AudCom as a new Standards Committee.

4.1.3 C/DC - Doug Edwards, Kevin Lu

Motion: To recommend acceptance of the C/DC P&P. Upon vote, the motion passed.

Following the outcome of this review, AudCom discussed item 6.1.2 on the agenda and C/DC was recognized by AudCom as a new Standards Committee.

4.1.4 C/LM - Phil Winston, Jingyi Zhou

There are still open comments from the checklist that have not been addressed and the P&P will continue under review and move to the November 2019 AudCom agenda.

4.1.5 C/SM - Mehmet Ulema, Howard Li

Motion: To recommend acceptance of the C/SM P&P. Upon vote, the motion passed.

Following the outcome of this review, AudCom discussed item 6.1.3 on the agenda and C/SM was recognized by AudCom as a new Standards Committee.

4.1.6 COM/SDB - Doug Edwards, Christel Hunter

Motion: To recommend acceptance of the COM/SDB P&P. Upon vote, the motion passed. (Conditional; contingent upon minor editorial corrections, to be completed before the SASB meeting.)

NB: The condition has been met.

4.1.7 EDS/MEMS - Phil Winston, Mehmet Ulema

There are still open comments from the checklist that have not been addressed and the P&P will continue under review and move to the November 2019 AudCom agenda.

AI: Staff will set up a call with Chair Reilly, Herb Bennett, and staff to resolve the remaining open comments.

4.1.8 PE/IC - Doug Edwards, Andrew Myles

There are still open comments from the checklist that have not been addressed and the P&P will continue under review and move to the November 2019 AudCom agenda.

4.1.9 PE/T&D - Mehmet Ulema, Daleep Mohla

Motion: To recommend acceptance of the PE/T&D P&P. Upon vote, the motion passed.

4.2 Status of New Standards Committee P&P Review

4.2.1 C/LT - Daleep Mohla, Guido Hiertz

Motion: To recommend acceptance of the C/LT P&P. Upon vote, the motion passed.

4.2.2 VT/ITS - Christel Hunter, Guido Hiertz

There are still open comments from the checklist that have not been addressed and the P&P will continue under review and move to the November 2019 AudCom agenda.

4.3 Status of Continuing Working Group P&P Review

4.3.1 IAS/PCI/1814_WG - (Common - all IAS/PCIC Individual Working Groups) - Phil Winston, Feng Wu

Motion: To deem without issue the IAS/PCI/1814_WG - (Common - all IAS PCIC Individual Working Groups) Working Group P&P. Upon vote, the motion passed.

4.3.2 PE/AMPS/762_WG - Mehmet Ulema, Andrew Myles

There are open comments from the checklist that have not been addressed and the P&P will continue under review and move to the November 2019 AudCom agenda.

AI: A new checklist needs to be uploaded for this review because the document was going to be found without issue until after a discussion at the meeting.

4.4 Status of New Working Group P&P Review

4.4.1 BOG/CAG/BCE_WG - Received 23 August 2019

This P&P was received too close to the AudCom meeting to begin the review and it will move to the November 2019 AudCom agenda.

4.4.2 PE/EM_WG P&Ps (Common - all PE/EM Individual Working Groups) - Received 27 August 2019

This P&P was received too close to the AudCom meeting to begin the review and it will move to the November 2019 AudCom agenda.

5. OLD BUSINESS

5.1 Action Item Review - Lisa Weisser

Lisa Weisser reviewed the action items from prior AudCom meetings:

Action Item	Status	Update
Lisa Weisser will make a note on the AudCom baselines page on the website to help Standards Committees understand that they can update their P&Ps even on the 2017 baseline to incorporate the Standards Committee terminology.	Complete	There is a note explaining this on the AudCom baselines page on the website.

5.2 Update on Outstanding P&Ps - Chair Reilly

Chair Reilly provided an update on the current status of outstanding Standards Committee and Working Group P&Ps.

5.2.1 Expiring Standards Committee P&Ps

Chair Reilly noted that reminders have been sent to Standards Committees with P&Ps expiring this year and that AudCom is still waiting to receive four P&Ps from Standards Committees with active PARs. She also mentioned that there will be a motion at the November SASB meeting series to inactivate any of the Standards Committees with active projects whose P&P expired in 2019 if they have not submitted revised P&P by 29 February 2020.

NB: Two of the Standards Committees have submitted their P&Ps since the September meeting.

5.2.2 Working Group P&Ps Outstanding

Chair Reilly displayed the list of Working Group P&Ps that are outstanding and noted that there will also be a motion at the November SASB meeting series to inactivate Standards Committees with active projects whose Working Group P&P were requested prior to 1 March 2019 if they have not submitted Working Group P&P by 29 February 2020.

5.3 SASB/SCC18 P&P (SCC Type 1 Baseline) - John Kulick

John Kulick provided an update on the progress of the SCC18 P&P. The most recent version did not pass the SCC18 ballot, and the document has been revised again, with another ballot planned for mid-September.

5.4 2019 Baseline Ad Hoc Update - Chair Reilly

Chair Reilly thanked the members of the 2019 Baselines ad hoc, acknowledging their commitment to the frequent ad hoc meetings. She explained the new timeline for the completion of the baseline updates in early 2020, in part to allow for incorporation of the Open Source Software (OSS) text, which should also be available early in 2020. Josh Gay noted that while the higher level documentation for OSS is not public yet, drafts have been distributed for review and comment by AudCom and the other Governance committees.

5.5 myProject Updates - Chair Reilly

Chair Reilly provided an update on the progress of the ad hoc for myProject User Acceptance Testing. She reviewed the anticipated time frames for volunteer testing and an upcoming blackout period for balloting. She held a kickoff meeting on 19 June 2019 in anticipation of upcoming user acceptance testing, but the testing was delayed due to issues identified during the staff testing in June.

5.6 Open Source Ad Hoc Update - Chair Reilly

This update was included during agenda item 5.4 about the 2019 baseline updates.

6. NEW BUSINESS

6.1 Request for Standards Committee Recognition

6.1.1 IEEE Computer Society Blockchain and Distributed Ledgers Standards Committee (C/BDL)

This was discussed after agenda item 4.1.2. A motion was made (Koshy) and seconded (Mohla).

Motion: Recognize the Computer Society Blockchain and Distributed Ledger Standards Committee, to be abbreviated as C/BDL, as an official Standards Committee, in accordance with IEEE-SASB Bylaws 5.2.2. Upon vote, the motion passed.

6.1.2 IEEE Computer Society Data Compression Standards Committee (C/DC)

This was discussed after agenda item 4.1.3. A motion was made (Mohla) and seconded (Koshy).

Motion: Recognize the Computer Society Data Compression Standards Committee, to be abbreviated as C/DC, as an official Standards Committee, in accordance with IEEE-SASB Bylaws 5.2.2. Upon vote, the motion passed.

6.1.3 IEEE Computer Society Smart Manufacturing Standards Committee (C/SM)

This was discussed after agenda item 4.1.5. A motion was made (Mohla) and seconded (Koshy).

Motion: Recognize the Computer Society Computer Society Smart Manufacturing Standards Committee, to be abbreviated as C/SM, as an official Standards Committee, in accordance with IEEE-SASB Bylaws 5.2.2. Upon vote, the motion passed.

6.2 Request for Standards Committee Disbandment

6.2.1 Industry Applications Society

- Energy Systems (IAS/ICPS ES)
- Power Systems Engineering (IAS/ICPS PSE)
- Power Systems Protection (IAS/ICPS PSP)
- Technical Books Coordinating Committee (IAS/ICPS TBCC)

Chair Reilly reminded AudCom that there is a reorganization of the IAS Standards Committees, and that these Standards Committees will be incorporated into one Standards Committee, IAS/I&CPS.

A motion was made (Mohla) and seconded (Edwards).

Motion: To disband the Industry Applications Society Energy Systems (IAS/ES), Industry Applications Society Power Systems Engineering (IAS/PSE), Industry Applications Society Power Systems Protection (IAS/PSP) and Industry Applications Society Technical Books Coordinating Committee (IAS/TBCC) Standards Committees and to move the sponsoring responsibilities for all associated PARs and standards to the Industrial and Commercial Power Systems Standards Development Committee (IAS/I&CPS). Upon vote, the motion passed.

6.2.2 IEEE Vehicular Technology Society Land Transportation (VT/LT)

A motion was made (Mohla) and seconded (Koshy).

Motion: To disband the Vehicular Technology Society Land Transportation Standards Committee (VT/LT) and to move IEEE Std 1616 and IEEE Std 1616a to Vehicular Technology Society Intelligent Transportation Systems Standards Committee (VT/ITS). Upon vote, the motion passed.

7. DATE OF NEXT MEETING

The next in-person meeting of AudCom will take place on 5 November 2019 in Piscataway, New Jersey, USA. Chair Reilly mentioned the potential for an AudCom teleconference the third week in December in order to close out as many reviews and other open items as possible.

8. ADJOURNMENT

There being no further business, the meeting adjourned at 10:22 a.m.