

IEEE 802 LMSC Operations Manual and IEEE 802 LMSC Chair's Guidelines proposed changes

Overview

- No changes to P&P or WG P&P
- Changes to the OM and Chair's Guideline

Proposed changes for IEEE 802 LMSC Operations Manual

ICA as EC subgroup

- Current text:
 - The Industry Connections Activity shall operate as a subgroup of the Working Group to which the Sponsor delegates the activity.
- Suggested change
 - The Industry Connections Activity shall operate either as
 - a subgroup of the Working Group to which the Sponsor delegates the activity, or
 - a subgroup of the Sponsor.

4.4 Industry connections activity operations

The Industry Connections Activity shall operate either as

- a subgroup of the Working Group to which the Sponsor delegates the activity, or
- a subgroup of the Sponsor.

– Approval of the subgroup requires a majority vote, as indicated in “Actions requiring approval by a majority vote” subclause (7.1.1) of the IEEE 802 LMSC Policies and Procedures.

Incorrect cross reference

- Current text in 7 cross references 5.1.4 in the IEEE SASB OM.
 - Correct subclause is 5.1.3
- Suggest change to the name of the subclause
 - Correct reference even if SASB adds or subtracts subclauses.

7. Position statements for standards

All external communications shall comply with **subclause** [“5.1.4 Statements to external bodies”](#) of the *IEEE-SA Standards Board Operations Manual*.

Incoming liaison letters to Sponsor members shall be forwarded to the Sponsor Chair and, as applicable, the relevant Sponsor subgroup chair.

Proposed changes for Chair's Guidelines

Updates to participation slide

- (http://ieee802.org/PNP/approved/IEEE_802_WG_PandP_v19.pdf section 4.2.1 "[Establishment](#)", of the IEEE 802 LMSC WG P&P)
- ~~You~~ [Participants](#) have an obligation to act and vote as an individual and not under the direction of any other individual or group. ~~Your~~ [A Participant's](#) obligation to act and vote as an individual applies in all cases, regardless of any external commitments, agreements, contracts, or orders.
- ~~You~~ [Participants](#) shall not direct the actions or votes of any other member of an IEEE 802 Working Group or retaliate against any other member for their actions or votes within IEEE 802 Working Group meetings, see https://standards.ieee.org/develop/policies/bylaws/sb_bylaws.pdf section 5.2.1.3 and http://ieee802.org/PNP/approved/IEEE_802_WG_PandP_v19.pdf [the IEEE 802 LMSC Working Group Policies and Procedures](#), section 3.4.1 "[Chair](#)", list item x.
- ([Latest revision of IEEE 802 LMSC Working Group Policies and Procedures: http://www.ieee802.org/devdocs.shtml](#))

Change to tutorial requirements

- Current Section 2.4 Tutorials:
- 3) Mechanics of Tutorials
 - f) Schedule is provided on IEEE 802 website with abstracts 7 days before the meeting.
 - g) The final PDF version of the presentations shall be filed with the recording secretary at least 24 hours before the tutorial, or the tutorial may be postponed.
 - h) Held Monday, 6:00 pm–7:30 pm, 7:30 pm– 9:00 pm, 9:00 pm–10:30 pm, and are held on Tuesday only on an optional basis (i.e., concurrent WG meetings are allowed)

Change to tutorial requirements

- #1: Change f) from 7 days to 15 days
- Rationale - the form requesting the tutorial has a 45 day deadline, then there is 10 days to resolve issues and the schedule has to be posted 30 days in advance. The form has the abstract, so posting the abstract 15 days prior to the meeting should be easily doable.
- #2: Change the filing deadline in "g)" of the final PDF to 7 days prior to meeting. (change "24 hours" to "7 days")
- Rationale - This would give attendees more time for planning to attend or not. to have questions prepared etc and it gives the Recording secretary an opportunity to have a deadline for "posting time"

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Tutorials (changes 3 and 4)

- #3 Add a posting deadline for the Recording Secretary - 5 days in advance of the tutorial session
- Rationale - we should include in "g)" the expectation of when it should be posted.
- #4: Change the times stated in h) from "6:00 pm–7:30 pm, 7:30 pm–9:00 pm, 9:00 pm–10:30 pm" to "6:00 pm–7:20 pm, 7:30 pm–8:50 pm, 9:00 pm–10:30 pm"
- Rationale - we cannot swap tutorial speakers instantaneously, giving a 10 minute swap time allows for the next tutorial to start on time.

Changes in the Chair's Guidelines

- f) Schedule is provided on IEEE 802 website with abstracts 157 days before the meeting.
- g) The final PDF version of the presentations shall be filed with the recording secretary at least ~~24 hours~~ 7 days before the tutorial, or the tutorial may be postponed. The recording secretary shall post the final PDF version of the presentation on the IEEE 802 web page 5 days before the tutorial.
- h) Held Monday, 6:00 pm–7:~~23~~0 pm, 7:30 pm– ~~8:59:00~~ pm, 9:00 pm–10:30 pm, and are held on Tuesday only on an optional basis (i.e., concurrent WG meetings are allowed)