IEEE P802.11
Wireless LANs

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| Rules/procedure for P802.11p sponsor ballot comment resolution |
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Abstract

Due to the differences between the sponsor ballot comment resolution versus WG letter ballot comment resolution processes, the document provides some clarification as to how these differences can be interpreted in terms of the rules and operating procedure that will be used.

During the sponsor ballot of P802.11p, TGp has been delegated to serve as the comment resolution committee (CRC). There are differences between balloting within the 802.11 WG and conducting a sponsor ballot. Of interest herein are the differences in how the CRC will operate and perform comment resolution. To provide a common understanding of these differences the following rules/processes will be in place.

* TGp is delegated to be the comment resolution committee (CRC) for P802.11p sponsor ballot resolution. The fact that there is no formal definition of TGp membership means that whoever attends a face-to-face or teleconference meeting (that is also a voting member of 802.11) counts as a voting member of this committee. Whoever is present represents the immediate membership, thus every meeting has a quorum. For announcement and information distribution purposes, the current TGp list server membership counts as the maximum participants and any e-mail sent to the 802.11 TGp list server is satisfying the needs to contact every member of the CRC.
* There are no ad-hoc meetings, all properly announced meetings (using 802.11 definitions for properly announced) count as suitable for making decisions. This includes teleconference meetings. There is no need to wait for a formal 802.11 face to face meeting to make a final vote on issues.
* For teleconference votes, only voting members of 802.11 may vote. For each vote, the voter will announce their name in addition to the vote. The chair will maintain a list of all voting members which will be checked for each vote to ensure authenticity of the vote.
* The comment resolution spreadsheet cannot reference the usual 802.11 submittals, though they may be used for making comment resolution decisions. Whenever possible, the accepted resolution must be framed in a manner that is suitable for inclusion within the appropriate spreadsheet cell.
* Since the majority of decisions will be made on teleconferences, it is necessary to have all necessary material used for discussions submitted at least a week before it is discussed to allow adequate time for everyone to access and read it. Usually this will be in the form of conventional 802.11 submissions that have been posted, but may also be text contained in e-mails submitted to the TGp list server. For the more formal submissions, announcement of the submission will be made on the list server so that everyone is aware of the submission a week before it is discussed.
* If possible, a web conferencing system will be used during teleconferences to facilitate the presentation of and reference to the various documents in question.
* Minutes of teleconferences will be posted as soon as possible, preferably within 24 hours of the meeting but absolutely no later than 5 days after the meeting. Having weekly teleconferences necessitates the need for prompt posting of minutes.