IEEE P802.11
Wireless LANs

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| 802.11 CMMW TGLogistics |
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**ABSTRACT**

This document contains a description of the options identified and choices made in determing operating principles to be used for the 802.11 China MM-Wave (CMMW) Task Group.

1. **Introduction**

The motivation for the CMMW project was a request from members of the CWPAN group in China, under the sponsorship of CESI, to actively engage in the development of an 802.11 amendment based upon P802.11ad that would accommodate Chinese spectral band allocations. The expectation that most task group meetings would be tightly coordinated with CWPAN and conducted in Asia required that some 802.11 WG conventions be adjusted. The material below is intended to document the working procedures to be used to accomplish the project.

1. **Guiding Principles**
* **There were a few high level Guiding principles that all participants in WG 11 need to embrace regardless of the technical content or technical purpose of their activity.**
	+ A good standard that meets the needs of all stakeholders
	+ All stakeholders have the ability to participate on a regular basis
	+ Leverage the opportunity to integrate new participants into 802.11 process
1. **CMMW Operational Plan**

**The following operational plans were selected and agreed upon.**

* **Upon the formation of the CMMW TG the 802.11 chair will grant voting rights to a designated list of CWPAN members**
	+ Maximum of 30
	+ CWPAN needs to provide list of names at July meeting
	+ Criteria
		- Active participation in CWPAN SG5 or PG4
		- Intent to participate in plenary meetings
	+ Must attend inaugural meeting to receive voting rights
	+ Voting rights are maintained based existing rules for attendance and voting
* **CMMW TG meetings held in Asia will be conducted as 802.11 interims**
	+ The protocol and structure of the meetings will replicate those of any other iterim
	+ Opening and closing CMMW TG plenaries will be conducted by one or more of the elected 802.11 WG officers
	+ The CMMW specific interim agendas will be limited to CMMW TG related topics
	+ Voting allowed
	+ The CMMW specific interim will not be scheduled to overlap with normal 802.11 interims
	+ When an 802.11 interim is scheduled to be held in Asia the CMMW will be Co-located
	+ Official meeting language will be English
	+ Participants who attend more than one interim between consecutive plenaries receive credit for one interim
	+ Traditional WG procedures will be used for approving and announcing meeting agenda, location and registration
* **The meeting schedule for 802.11 interims and 802 plenaries are to be scheduled two years in advance. (At the time of TG formation they will be scheduled through 2014.)**
* **The inaugural meeting of the CMMW TG is being scheduled to begin on September 26 in Beijing China.**
* **The standard practice for the three annual Asian CMMW TG interim meetings will be that they are scheduled for 2 days. During an Asian interim meeting week, 802.11 CMMW TG meetings will be held on Wed-Thur;CWPAN will convene additional meetings on Mon, Tues, Friday.**
* **Every 802 plenary session to have at least one CMMW TG session**
* **CMMW TG meetings held in Asia will be organized through CESI**

 **and CESI ensures the service is on IEEE802 conference quality (including the payment of registration fee by credit card and the Wi-Fi service during the meeting**

1. **Annex A – Overview of the Engagement Scenario and Existing Rules**

**4.1 Working assumptions**

* **It is expected that 802.11 members will broadly participate in multiple TG activities and will be broadly interested in the “seamless” integration of new amendments into the whole**
* **The Chairs of the CMMW TG project will be able to attend both regular 802.11 WG interims and plenaries plus Asian based CMMW TG interim meetings**

 **However a substantial portion of the CMMW participants live in China, plan to attend the CMMW TG interims held in China but will not be able to travel to the US for 802.11 WG Meetings**

**4.2 There are a number of operational options recognized in the existing IEEE-SA**

* **A working group can authorize more than one Interim meeting between plenaries**
* **An interim announced at least 45 days in advance does not have any quorum requirement**
* **An interim does not require that every project convene at the event**
* **WG voting rights are obtained and maintained by attending meetings and voting on WG draft ballots**
* **Under the current 802 WG rules an individual who attends only 802.11 interim meetings cannot obtain or maintain 802.11 WG Voting rights**
* **802.11 voting membership over the past year has been steady at 300**
* **It is expected that 30 new members who would join from CWPAN hence total WG voters would rise to ~330.**
* **802.11 only grants voting rights on a WG basis – there are currently no provisions for task group only voting rights**
* **802.11 voters, that never attend a CMMW Asian interim meeting, will have CMMW voting rights as long as they maintain 802.11 WG voting rights.**

**4.3 Summary of relevant 802 wide WG rules**

* **Goal 1: Avoid making changes to 802 P&P because those changes require not only EC approval but AudCom approval and that may take 12 months.**
* **Goal 2: Avoid, if possible, making changes to 802.11 WG P&P. Changes require EC approval and that may take 4 months.**
* **So what do we have to work with?**
* [**http://ieee802.org/PNP/2009-11/LMSC\_WG\_PandP\_approved\_091120\_rev\_100213.pdf**](http://ieee802.org/PNP/2009-11/LMSC_WG_PandP_approved_091120_rev_100213.pdf)

**4.4 Some relevant clauses from existing 802 WG P&P (Reference : 802 LMSC WG Policies & Procedures )**

**WG P&P Clause 9.5 - Quorum**

* **No quorum is required at meetings held in conjunction with the plenary session since the plenary session time and place is established well in advance. No quorum is required for any WG meeting publicly announced at least 45 days in advance. A quorum is required at other WG meetings.**

**WG P&P Clause 10 : Meetings**

* **Working Group meetings shall be held, as decided by the working group, the Chair, or by petition of three-twentieths or more of the members, to conduct business, such as making assignments, receiving reports of work, considering draft standards, and considering views and objections from any source.**
* **A working group meeting shall be announced, by a working group officer or designee, 21 calendar days in advance to all participants. An agenda shall be distributed at least 14 calendar days in advance of a meeting.**

**WG P&P Clause 14.1 : WG Financial Operations**

* **o) The location, date, and fees for each interim session hosted or co-hosted by the WG require the approval of the WG EC.**