Abstract

This document contains the minutes of the IEEE DySPAN Standards Committee general meeting held during Dec 12-14, 2011.
MINUTES
of
The 3rd General Meeting of IEEE Dynamic Spectrum Access Networks Standards Committee
(DySPAN-SC)
12-14 Dec 2011
Scottsdale, AZ USA

Event: DySPAN-SC plenary
Place: Scottsdale, AZ USA
Time: Dec 12, 5:30-7:00 pm – Dec 14, 3:30-5:30 pm
Meeting Chair: Hiroshi Harada
Meeting Secretary: Yohannes Alemseged
Participants: See Addendum A

Monday 12th Dec, 2011 5:30 PM local time

1. Opening business
   • IEEE DySPAN-SC started the meeting at 5:30 pm local time, Scottsdale, AZ, USA, on Dec 12, 2011
   • Chair of the DySPAN-SC (Hiroshi Harada) presided and Secretary of DySPAN-SC (Yohannes Alemseged) presented.
   • The Chair made a brief introduction. Then, he made call for Potentially Essential Patents and indicated patent related links for further information.
   • Attendance of the participants was taken (Addendum A)
   • As per the previously established membership list, 17 members out of 32 present during the meeting and secretary announced that the quorum to start the meeting has been established.
   • Approval of the Scottsdale meeting agenda was requested
     o Motion: Approve the 3rd general meeting agenda of DySPAN-SC included in Addendum B
       ▪ Moved by: Lynn Grande
       ▪ Seconded by: Bernd Bochow
       ▪ Motion result: yes=14, no=0, abstain=1, the motion passed
   • Approval of the minutes of the 2nd general meeting of DySPAN-SC held in Brussels, was requested
o Motion: Approve the minutes of the 2nd general meeting of DySPAN-SC held in Brussels, June 20-22, 2011. The minutes are available at, 

https://mentor.ieee.org/dyspan-scdcn/11/sc-11-0005-00-MINS-dyspan-sc-

- Moved by: Venkatesha Prasad
- Seconded by: Oliver Holland

Motion result: Yes=11, No=0, Abstain=1, motion passed

2. Reports of officers

The Chair requested the Secretary and the Treasurer to proceed with the secretary and treasurer reports respectively.

2.1 The Secretary’s report is included in Addendum C.1

- It includes current DySPAN-SC officers, current DySPAN-SC membership and review of electronic ballots since the DySPAN-SC F2F meeting held in Brussels.
- It also includes reports on the updates of the current DySPAN-SC website, mentor facility and web teleconference tool.

2.2 The DySPAN-SC Treasurer (Oliver Holland) gave the Treasurer’s report included in the following URL

https://mentor.ieee.org/dyspan-scdcn/11/sc-11-0029-01-MTNG-treasurer-s-
report-for-scottsdale-2011-meeting.ppt

Since there was no any contending issue, the chair suggested moving to the next agenda item.

3. Status of Working Group Items

- The Chair invited IEEE DySPAN-SC WG chairs to present status of their respective WGs.
- Chair of 1900.1 WG, Bernd Bochow, presented the current status of 1900.1 WG activities. Presentation slides are available at,

https://mentor.ieee.org/1900.1/dcn/11/1-11-0069-00-CNTS-1900-1-progress-
report.ppt
o Chair of 1900.4 WG, Masayuki Ariyoshi, presented the current status of 1900.4 WG activities. Presentation slides are available at, 
https://mentor.ieee.org/dyspan-sc/dcn/11/sc-11-0032-00-MTNG-status-report-on-1900-4-wg.ppt

o Chair of 1900.5 WG, Lynn Grande, presented the current status of 1900.5 WG activities. Presentation slides are available at 
https://mentor.ieee.org/dyspan-sc/dcn/11/sc-11-0030-00-MTNG-p1900-5-r0-12-14dec11-f2f-startingplenary.pptx 

o Acting chair of 1900.6 WG, Chen Sun presented the current status of 1900.6 WG activities. Presentation slides are available at, 
https://mentor.ieee.org/1900.6/dcn/11/6-11-0065-00-0000-december-2011-scottsdale-meeting-openning-report.pptx

o Chair of 1900.7 WG, Stanislav Filin, presented the status of WS Radio PAR. Presentation slides are available at, 
https://mentor.ieee.org/1900.7/dcn/11/7-11-0023-00-REPT-scottsdale-meeting-opening-report.ppt

o Since the time allocated for the opening plenary was not sufficient to finish all agenda items the following motion was run in order to postpone two agenda items from opening plenary to the closing plenary.

o Motion: Move the agenda items 4.1 IEEE-SA policy changes and new products (10 min), 4.2 IEEE DySPAN-SC default P&P (30 min) to the closing plenary scheduled to start Wednesday PM2 3:25 PM

Moved by Lynn Grande
Seconded by Lee Pucker
Discussion: No discussion
Motion was accepted unanimously

Meeting was recessed at 1:00 PM local time
4. Administrative Items

The Chair requested the secretary to proceed with the presentation of slides on administrative issues.

4.1 IEEE-SA policy changes and new products

Joan Woolery, IEEE SA liaison to DySPAN-SC presented the material on IEEE-SA policy changes and new products which is found in the following URL

https://mentor.ieee.org/dyspan-sc/dcn/11/sc-11-0020-00-MTNG-2012-ieee-sa-policy-changes.pptx

4.2 Draft DySPAN-SC P&P preparation and approval

- Background: Chair of DySPAN-SC formed an ad-hoc group within the DySPAN-SC leadership to prepare draft default P&P for the 1900.x WGs. The ad-hoc group is chaired by Bernd Bochow and the draft document has been posted in DySPAN-SC for presentation in the Scottsdale meeting.

- The following documents were used during the meeting

  Draft DySPAN-SC individual WG P&Ps: https://mentor.ieee.org/dyspan-sc/dcn/11/sc-11-0025-00-PnPs-draft-dyspan-sc-individual-wg-p-ps.doc

  Comments on the draft DySPAN-SC individual WG P&Ps:
  https://mentor.ieee.org/dyspan-sc/dcn/11/sc-11-0026-00-PnPs-comments-on-the-draft-dyspan-sc-individual-wg-p-ps.xls

  Open Issues on the draft DySPAN-SC individual WG P&Ps:

Discussion:

- On the Issue of Treasurer: There was a general agreement to change the proposed text back to the text as stated on the baseline (template) P&P

- On the issue of election (subclause 6.2): it was agreed to keep the wording as proposed by the AdHoc chair as the intention was to provide more clarity to the statements provide by the template
On the issue of secretary: applying the same requirement in terms of being knowledgeable in IEEE standards process and parliamentary procedures to the secretary was agreed to keep as proposed by the ad hoc.

Due to the limitation of the time, it was not possible to discuss on all comments received. The ad hoc chair, finally pointed to the issue of meeting attendance by electronic means.

The ad hoc chair indicated for the need to include text in the P&P that address some shortcomings during electronic attendance. Chair of DySPAN-SC recommended the Ad-Hoc chair to issue call for proposal for candidate text to address issues of the electronic meeting pointed out by the Ad Hoc chair.

As a way forward, it was agreed that members forward their comments related to the distributed P&P, until the following week. The Ad Hoc can work on the comment resolution and integrate the result with the draft P&P candidate.

4.3 Report and way forward on the DSA VE ad hoc activity

Chair of the DSA VE ad hoc indicated that the issue requires some more discussion at the DySPAN-SC leadership and report the outcome.

4.4 Meeting registration waiver

The Secretary presented the background of the agenda as follows

- The CSSB P&P that DySPAN-SC currently following allows registration waiver only under one condition “financial hardship”
- There has been a request for waiver of DySPAN-SC meeting organizer (host person)

After some deliberation on the issue, the following motion was placed

Move to apply meeting registration waiver of DySPAN-SC F2F meetings for the meeting organizer (host)

Moved by: Lee Pucker
Seconded by: Lynn Grande
Discussion: No discussion
Result: Yes=10, No=0, Abstain=1 Motion passed
4.5 Guidelines on which documents should be public

Joan Woolery, IEEE SA liaison to DySPAN-SC presented the material on guidelines on which documents should be public on IEEE SA mentor. The presentation material is found at the URL


5. Wrap-up report from WG chairs

The Chair requested for wrap-up reports from WG chairs

- Chair of 1900.1 WG, Bernd Bochow, presented wrap-up report of 1900.1 WG activities. Presentation slides are available at,

- Chair of 1900.4 WG, Masayuki Ariyoshi, presented wrap-up report of 1900.4 WG activities. Presentation slides are available at,
  https://mentor.ieee.org/dyspan-sc/dcn/11/sc-11-0032-00-MTNG-status-report-on-1900-4-wg.ppt

- Chair of 1900.5 WG, Lynn Grande, presented wrap-up report of 1900.5 WG activities. Presentation slides are available at,
  https://mentor.ieee.org/dyspan-sc/dcn/11/sc-11-0036-00-MTNG-p1900-5-r0-12-14dec11-f2f-endingplenary.pptx

- Acting chair of 1900.6 WG, presented wrap-up report of 1900.6 WG activities. Presentation slides are available at,
  https://mentor.ieee.org/1900.6/dcn/11/6-11-0066-00-0000-december-2011-scottsdale-meeting-closing-report.pptx

- Chair of 1900.7 WG, presented wrap-up report of the 1900.7 WG. Presentation slides are available at,

6. Meeting planning

- The Secretary presented meeting planning for future F2F meetings (Addendum D)
There was a comment from the floor on how the meeting dates are fixed since the votes were only for venues and meeting month.

The secretary responded that, the meeting dates are fixed based on the facility availability. This is usually done much ahead of time and it entirely depends on the arrangement done by the meeting hosts.

For the March and June meetings, to decide whether 3 or 4 days are needed, it was suggested that the WG chairs declare on the estimated sessions they need to the DySPAN-SC secretary before end of January, 2012.

7. AOB

The Chair requested if there are any other businesses to be discussed.

Chair Hiroshi Harada presented a brief informational report on the status of DySPAN-SC which is found at the following URL:


At all the agenda items have been walked through, a motion to adjourn the meeting was,

Moved by Lee Pucker
Seconded by Max Riegel
Discussion: No discussion
The Chair adjourned the meeting at 5:30 PM local time.
## Annex

### A. Attendance

#### Voting participants at the time of the meeting

<table>
<thead>
<tr>
<th>Last Name</th>
<th>First name</th>
<th>Employer</th>
<th>Affiliation</th>
<th>Other Standards Activities</th>
<th>Attend. Opening Plenary</th>
<th>Attend. Closing Plenary</th>
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<td>Yohannes</td>
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<td>Stanislav</td>
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<td>NICT</td>
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<td>Hoffmeyer</td>
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B. Agenda

Monday Dec 12, 2011 PM3 (opening)

1. Opening Business
   1.1. Roll Call
   1.2. Approval of the agenda
   1.3. Approval of minutes for June 20-22, 2011 meeting held at Brussels

2. Reports of Officers
   2.1 Secretary
      2.1.1 Current DySPAN-SC officers
      2.1.2 Current DySPAN-SC membership
      2.1.3 Review of electronic ballots since the Brussels meeting
      2.1.4 DySPAN-SC website, Mentor facility (e-mail, ballots), web teleconference tool
   2.2 Treasurer
      2.2.1 Annual and year to date report
      2.2.2 Meeting financials
      2.2.3 Finance Availabilities
3. Reports from WG chairs
   3.1 Status of P1900.1
   3.2 Status of P1900.4
   3.3 Status of P1900.5
   3.4 Status of P1900.6
   3.5 Status of P1900.7
4. Administrative Issues
   4.1 CSSB IEEE-SA policy changes and new products
   4.2 IEEE DySPAN-SC default P&P

**Wednesday Dec 14, PM3 (Closing Plenary)**

4.3 Report and way forward on the DSA VE ad hoc activity
4.4 Meeting registration waiver
4.5 Guidelines on which documents should be public

5. Wrap-up report from WG chairs
   5.1 P1900.1
   5.2 P1900.4
   5.3 P1900.5
   5.3 P1900.6
   5.4 P1900.7

6. Meeting planning
7. Any Other Business
C. Officers Report
C.1. Secretary

December 2011 doc.: IEEE DyS

2.1 Secretary’s report
2.1.1 Current Officers of DySPAN-SC

- Hiroshi Harada – Chair
- Max Riegel – Vice-Chair
- Yohannes Alemseged – Secretary
- Oliver Holland – Treasurer

December 2011 doc.: IEEE DySPAN-SC 11-0019-01-MTNG

2.1.2 IEEE DySPAN-SC membership

- Current voting members: 32

![Distribution by region](image1)
![Distribution by type](image2)
2.1.3 Results of the electronic ballots since the last F2F meeting

- Approval of IEEE DySPAN-SC F2F meeting places

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<td>18 votes Osaka</td>
<td>17 votes Grenoble</td>
<td>27 votes</td>
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<tr>
<td>10 votes San Diego</td>
<td>8 votes Brussels</td>
<td>2 votes</td>
</tr>
<tr>
<td>1 vote Abstain</td>
<td>2 votes Delft</td>
<td>2 votes Abstain</td>
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Based on the votes, the selected venues are:
- For March 2012 ---- Osaka
- June/July 2012 -- Grenoble
- Nov/Dec 2012----- Washington Dc
### D. Meeting Planning

<table>
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<th>doc.: IEEE DyS</th>
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#### 6. Meeting Plan

- General meetings for the 2012

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<th>Host</th>
<th>Date</th>
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<td>Washington DC, USA</td>
<td>Wynn Forum</td>
<td>December, 2012</td>
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Not yet fixed