Agenda –
Future Meetings AdHoc

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ec-24-0002-00-00EC

Participant behavior in IEEE-SA activities is guided by the IEEE Codes of Ethics & Conduct

- All participants in IEEE-SA activities are expected to adhere to the core principles underlying the:
  - IEEE Code of Ethics
  - IEEE Code of Conduct

- The core principles of the IEEE Codes of Ethics & Conduct are to:
  - *Uphold the highest standards of integrity, responsible behavior, and ethical and professional conduct*
  - *Treat people fairly and with respect, to not engage in harassment, discrimination, or retaliation, and to protect people's privacy.*
  - *Avoid injuring others, their property, reputation, or employment by false or malicious action*

- The most recent versions of these Codes are available at http://www.ieee.org/about/corporate/governance

Approved by SASB in June 2019   Slide 2

Participants in the IEEE-SA "*individual process*" shall act independently of others, including employers

- The IEEE-SA Standards Board Bylaws require that "*participants in the IEEE standards development individual process shall act based on their qualifications and experience*"

- This means participants:
  - **Shall act & vote** based on their personal & independent opinions derived from their expertise, knowledge, and qualifications
  - **Shall not act or vote** based on any obligation to or any direction from any other person or organization, including an employer or client, regardless of any external commitments, agreements, contracts, or orders
  - **Shall not direct** the actions or votes of other participants or retaliate against other participants for fulfilling their responsibility to act & vote based on their personal & independently developed opinions

- By participating in standards activities using the "*individual process*", you are deemed to accept these requirements; if you are unable to satisfy these requirements then you shall immediately cease any participation

Approved by SASB in June 2019

Slide 3

IEEE-SA standards activities shall allow the fair & equitable consideration of all viewpoints

- The IEEE-SA Standards Board Bylaws (clause 5.2.1.3) specifies that *"the standards development process shall not be dominated by any single interest category, individual, or organization"*
  - This means no participant may exercise *"authority, leadership, or influence by reason of superior leverage, strength, or representation to the exclusion of fair and equitable consideration of other viewpoints"* or *"to hinder the progress of the standards development activity"*

- This rule applies equally to those participating in a standards development project and to that project's leadership group

- Any person who reasonably suspects that dominance is occurring in a standards development project is encouraged to bring the issue to the attention of the Standards Committee or the project's IEEE-SA Program Manager

Future Meeting Vision Ad Hoc Scope (Updated from Dec 2022 802 EC minutes)

Establish recommendations to be presented to the 802 EC at the March 2023 802 EC plenary on guidelines for meeting requirements (for 802 plenaries) beyond 2026, including:

- Planned annual format for 802 plenary sessions, i.e., in-person, mixed-mode, electronic-only, or some combination
- Any modification to the rule of three 802 plenary sessions per year
- Any modification to the rule of all working groups meeting in-person at the 802 plenary sessions

Venues booked through 2027
(from Exec Sec Report – Nov 2023)

2024 March 10-15 – Hyatt Regency Denver at Colorado Convention Center, Denver, CO, (March 2021)

2024 July 14-19 – Sheraton Le Centre Montreal, Montreal, Quebec, Canada (July 2020)

2024 Nov 10-15 –Hyatt Regency Vancouver, Vancouver, Canada (Nov 2021)

2025 March 9-14 –Hilton Atlanta, Atlanta, GA, United States (2 of 2 – March 2020).

- ❖ 2025 July 27-Aug 1 –Melia Castilla, Madrid Spain
- ❖ 2025 Nov 9-14 – Marriot Marquis Queen's Park, Bangkok, Thailand
- ❖ 2026 March 8-13 -, Hyatt Regency Vancouver
- ❖ 2026 July 13-18 – Le Centre Sheraton Montreal, Montreal (July 2022 attrition offset)
- ❖ 2026 Nov 8-13 - Marriot Marquis Queen's Park, Bangkok, Thailand
- ➢ 2027 March –Hilton Atlanta, Atlanta, GA, United States (offset potential shortfall 2023/2025)
- ❖ 2027 July 11-16 - Gothia Towers, Gothenburg, Sweden

2027 Nov 14-19 – Hawaiian Village, Oahu, Hawaii, United States

Blue Highlight indicates Covid-related rebook, Yellow Highlight indicates approved since Covid

- ❖ 802 EC Approved – Contract is being Negotiated.

Meeting Notes:
(from meeting held 8 January)

- Called to order 12:02PM PST, Adjourned 12:53PM PST.

- Attendees – George Zimmerman (Chair), Clint Chaplin, Steve Shellhammer

- Proposed voting rule – to be drafted for EC consideration (per discussion in November)
  - Require 2 in-person attendance out of the last 4 plenaries with allowing in-person attendance at an interim to substituted for one of the plenaries..
    - Handling corner cases – discussion suggested dealing with exceptions not in the rule, but by existing rule that allows membership at Chair's discretion.
  - George to draft proposal for January EC discussion – delayed to February…
  - DISCUSSION: This assumes we stay with 3 in-person opportunities to attend a plenary per year. This rule would need to be changed if we change the # of in-person opportunities. However, realistically, in-person opportunities are fixed until 2027.

- Resumption of in-person only could really only happen after last post-covid contract (Mar 2027) in place (possibly Nov 2027)

- Discussion topic on # of meetings per year: (NOTE – assumption is that these are in-person opportunities)
  - The scope of this group is plenaries, therefore, choices are 0 to 3. – no one is supporting 0.
  - Expressed preference of some to keep at 3 face to face plenaries per year, with mixed mode allowance
  - Discussion cut short due to time, participants to prepare for focused discussion on this topic at next meeting.

- Generated 3 straw polls to provide recommendations, to be presented to the EC as notice, and asked at the next ad hoc meeting.

Straw Poll Question #1

- I support that after the existing approved venues, 802 establish the following number of face-to-face (with remote access) plenary meetings per year:
  - 0:
  - 1:
  - 2:
  - 3:
  - 4 or more:

Straw Poll Question #2:

- I support removing the requirement that each WG meet face-to-face during a plenary session.
  - Yes, remove the existing face-to-face requirement on the WGs:
  - No, keep as is:
  - Y, but with a requirement that each WG meet during at least one face-to-face plenary per year:

Straw Poll Question #3:

- Pick one of the following:

  1. I support providing a remote access option for all plenary sessions with an in-person component

  2. I support returning (at least some plenary sessions) to in-person-only, without remote access

  3. I support leaving whether remote access is offered for plenary sessions with an in-person component up to the working groups

Next Steps

- Next meeting date:
  - Monday February 12, 2024 – same time (12-1pm pacific)
- Present straw polls to EC, to be asked at next ad hoc meeting, request any proposals for additional items to be polled to be sent by email to chair.
- Deliverables, owners & dates
  - George to draft potential rule change for February EC

Backup

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Notes from Round Table discussion (13 July 2023)

- Desired outcomes – list of items to consider & volunteers to work on them.

- Tools practices/guidelines – not mandated

- Financial risk due to attrition by remote attendees

- **Consensus: Continue to support remote attendance option**
  - Increased attendance, increased openness, new entrants/ideas
  - Question is – how to manage it, how to encourage in-person attendance
    - Need to avoid/manage possibilities of cheating & creating dominance
  - Voting tied to in-person attendance
    - Build a hybrid structure that encourages in-person attendance at least at some rate
      - 2 plenaries out of 4 – and one of them is in-person?
      - 2 of the last 4 plenaries needed for voting rights – those 2 need to be in person (more than one person in support)
      - Minimum – some need to be in-person to gain / maintain membership
      - Make gaining membership (2 of last 4 plenaries, 1 can be interim) in-person, change maintaining to 1 in-person per year
      - Some restrictions on participation if not in-person
      - Economic incentives to get/maintain voting rights in-person relative to remote
  - Alternative – invent some other means (than physical presence) to determine participation vs. simply attending
    - Individuals who contribute significantly but are unable to travel – HOW TO MEASURE?
  - Additional issue – enabling hybrid encourages sponsors to drop support for in-person attendance – need to consider
    - Counterpoint – having hybrid allows attendance when travel budget has been cut

- Should we have one or more remote-only meetings?
  - Option – do not reduce number of plenaries, allow WGs to do remote interim series