

IEEE SA STANDARDS BOARD PROCEDURES COMMITTEE (ProCom)

MEETING MINUTES

22 March 2022

1:30 p.m. – 3:00 p.m. UTC

Teleconference/Webex

Attendees

Members Present:

Ted Burse, Chair
Ramy Fathy
Travis Griffith
Gary Hoffman
Kevin Lu
Damir Novosel
Annette Reilly
Robby Robson
Dorothy Stanley
Sha Wei
Philip Winston

Members Absent:

None

IEEE Staff:

Christy Bahn
Kim Breitfelder
Matthew Ceglia
Karen Evangelista
Jonathan Goldberg
Jodi Haasz
Yvette Ho Sang
Konstantinos Karachalios
Soo Kim
Michael Kipness
Vanessa Lalitte
Kelly Lorne
Erin Morales
Ashley Moran
Mary Lynne Nielsen
Elizabeth Okutuga

Tania Olabi-Colon
Dave Ringle, Administrator
Pat Roder
Jennifer Santulli
Tom Thompson
Lisa Weisser
Malia Zaman

IEEE Outside Legal Counsel:

Claire Topp – Dorsey & Whitney LLP

Guests:

Michael Atlass
Matthews George
Latonia Gordon
Guido Hiertz
Yousef Kimiagar
David Law
Johnny Lin
Hung Ling
Xiaohui Liu
Roger Marks
Kesang Namgay
Jon Rosdahl
Matteo Sabattini
Lachlan Scully
Mark Siira
Don Wright
Yu Yuan

1 CALL TO ORDER

Chair Burse called the meeting to order at 1:30 p.m. UTC.

2 INTRODUCTIONS

There was a round of introductions by all present.

It was noted that the meeting was quorate.

3 APPROVAL OF [AGENDA](#)

There was a motion to approve the agenda. In the absence of objection, the motion was approved.

4 APPROVAL OF THE [06 DECEMBER 2021 ProCom MINUTES](#)

There was a motion to approve the 06 December 2021 2021 ProCom meeting minutes. In the absence of objection, the motion was approved.

5 OLD/UNFINISHED BUSINESS

None.

6 NEW BUSINESS

6.1 [Proposed Updates](#) to SASB OpMan RE: Review of Liaison Relationships – Haasz

Jodi Haasz reviewed the proposed updates to the SASB OpMan.

There was discussion.

There was a motion (Hoffman) to Disapprove the proposed updates. The motion was approved. [Vote: Yes=9, No=1 (Reilly)].

Chair Burse formed a ProCom Ad Hoc RE: Liaison Relationship Annual Review and Use of 'Subgroup' in the SASB OpMan.

Chair:

Gary Hoffman

Volunteer Members:

Ted Burse, David Law, Daleep Mohla, Annette Reilly, Robby Robson, Dorothy Stanley, Sha Wei

Staff Members:

Dave Ringle, Karen Evangelista, Jodi Haasz, Elizabeth Okutuga

The Ad Hoc is expected to provide a report at the June ProCom meeting.

7 [NEXT MEETING](#)

The next ProCom meeting will be scheduled to occur on 14 or 15 June 2022.

8 ADJOURNMENT

There being no further business, the meeting was adjourned at 2:04 p.m. UTC.