DRAFT

Project	IEEE 802.16 Broadband Wireless Access Working Group <http://ieee802.org/16>
Title	**Minutes of IEEE 802.16 Session #55**
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Abstract	IEEE 802.16 Session #55 Minutes (Macau, China)
Purpose	To record the minutes of the IEEE 802.16 Working Group Opening and Closing Plenary meetings at Session #55. For approval at Session #56.
Release	The contributor grants a free, irrevocable license to the IEEE to incorporate material contained in this contribution, and any modifications thereof, in the creation of an IEEE Standards publication; to copyright in the IEEE's name any IEEE Standards publication even though it may include portions of this contribution; and at the IEEE's sole discretion to permit others to reproduce in whole or in part the resulting IEEE Standards publication. The contributor also acknowledges and accepts that this contribution may be made public by IEEE 802.16.
Patent Policy and Procedures	The contributor is familiar with the IEEE-SA Patent Policy and Procedures: <http://standards.ieee.org/guides/bylaws/sect6-7.html#6> and <http://standards.ieee.org/guides/opman/sect6.html#6.3>. Further information is located at <http://standards.ieee.org/board/pat/pat-material.html> and <http://standards.ieee.org/board/pat>.

Minutes of IEEE 802.16 Session #55

IEEE 802.16 Working Group
Macau, China
12 – 15 May 2008

IEEE 802.16 Session #55 Opening Plenary Meeting

May 12, 2008

Call to Order

The meeting was called to order by the Working Group (WG) Chair Roger Marks at 1:17 pm. He welcomed the attendees to Session #55 of the IEEE 802.16 WG. Roger provided the URL for the opening plenary agenda <http://ieee802.org/16/meetings/mtg55/opening.html>. Roger introduced himself, Working Group (WG) Vice Chair Jose Puthenkulam, and Secretary Peiying Zhu.

Phillip Barber welcomed the attendees on behalf the meeting host, Jianmin Lu (absent at the moment) of Huawei, and corporate hosts China Mobile, Huawei, ZTE, and CATR. Phillip outlined the networking, the logistical, and the registration issues..

Membership and Voting

The lists of WG Members, Potential Members, Members in Peril, and Observers were explained by the Chair. Voting tokens were distributed at the registration desk.

The electronic attendance sign-in log procedure was explained by Roger. Roger emphasised that the affiliation field in the sign-in log must be filled based on the IEEE-SA affiliation disclosure requirements, as detailed on the Opening Plenary Agenda. The session is planned to include eight attendance intervals [Mon pm; Tue am; Tue pm; Wed am; Wed pm; Thu am; Thu pm; Thu evening]. The "Participation" Requirement, nominally 75%, will be satisfied with six intervals. Roger emphasised the importance of using the correct names and Member ID upon signing, in order to receive the correct attendance credits. The membership ID is not displayed on the badge. The correct membership ID is required for the electronic log.

Roger explained that the affiliation needs to be declared at every session. Attendance software's mandatory "Affiliation" field is the appropriate Affiliation per IEEE-SA affiliation disclosure requirements and will be reported as such.

Roger then reviewed the agenda and asked for comments or concerns on the agenda. No comments were received.

Motion (at 1:40pm): "To approve the Opening Plenary Meeting Agenda as presented <http://ieee802.org/16/meetings/mtg55/opening.html>", moved by Kenneth Standwood, seconded by Mariana Goldhamer, passed with unanimous consent.

Approvals

Roger reviewed the draft minutes of Session #54 *(IEEE 802.16-08/017r1)* and asked for comments or concerns on the minutes. No comments were received.

Motion (at 1:41pm): "*To approve the Minutes of Session #54 (IEEE 802.16-08/017r1) and decisions therein.* ", *moved by* Ronald Murias, seconded by Shawn Taylor, approved with unanimous consent.

Chair's Report

Administrative, Procedural, and Announcements (see Chair's Opening Plenary Presentation Slides)
Roger reviewed the IEEE-SA affiliation disclosure requirements <http://standards.ieee.org/faqs/affiliationFAQ.html> and again reminded the WG attendees to fill in the affiliation field. Roger reviewed the "Ethics policy" <http://ieee.org/web/membership/ethics/code_ethics.htm>.

Roger displayed the patent policy materials http://standards.ieee.org/board/pat/pat-material.html,and   new patent slides (updated ~~since~~ March 2~~8~~5, 2008) http://standards.ieee.org/board/pat/pat-slideset.pdf

The following advice was provided by the WG Chair concerning IEEE Standards Association (IEEE-SA) rules regarding patents:

· The IEEE's patent policy is consistent with the ANSI patent policy and is described in Clause 6 of the *IEEE-SA Standards Board Bylaws*;
· Early identification of patent claims which may be essential for the use of standards under development is strongly encouraged;
· There may be Essential Patent Claims of which the IEEE is not aware. Additionally, neither the IEEE, the WG, nor the WG chair can ensure the accuracy or completeness of any assurance or whether any such assurance is, in fact, of a Patent Claim that is essential for the use of the standard under development.

Slide #1-#4 ~~("IEEE-SA Standards Board Bylaws on Patents in Standard") and Slide #5 (Other Guidelines for IEEE WG meetings)~~ and slide #0 were shown. The slides are available at http://standards.ieee.org/board/pat/pat-slideset.ppt.

An opportunity was provided for participants to identify patent claim(s)/patent application claim(s) and/or the holder of patent claim(s)/patent application claim(s) ~~that~~of which the participant ~~believes~~is personally aware and that may be essential for the use of that standard. No comments arose. Roger emphasized that the Bylaws take precedence over the patent slides and encouraged people to read the Bylaws if they have questions.
There were no other responses on the patent topic.

Roger showed the link to the IEEE 802.16-spec~~i~~fic Letters of Assurance in IEEE-SA patent database (http://standards.ieee.org/db/patents/pat802_16.html),

Roger advised TG chairs regarding reiteration of the Call for Patents.

IEEE 802 P&P issues

Roger highlighted parts of the IEEE 802 Policies and Procedures (P&P) <http://ieee802.org/devdocs.html>
 as shown in the opening slides in document IEEE 802.16-08/024, in particular, issues related to WG operation, Chair's function, WG Rules such as working group domination, copyrights, contribution procedures.

Roger informed the group of the discussion in the 802 EC meeting ~~in~~at the March plenary related to ~~IEEE 802.11's~~an allegation ~~on~~ of possible ~~working group~~ domination in the 802.11 Working Group.

Roger briefly introduced: the active task groups, and the ITU Liason Group. Roger commended the ~~r~~Relay ~~t~~Task ~~g~~Group officers excellent efforts of prea~~a~~paring the materials for seeking conditional approval for sponsor ball~~e~~ot during the last March meeting.

Review of Session #54 Report

Roger reviewed Session #54 report and strongly encouraged the group to read the report to get familiar with the groups' progress.

Session #55 Document Guide

Roger reviewed the Session #55 Document Guide.

Schedule for the Week

The schedule for the week was presented for the various task groups and ad hoc groups
< http://dot16.org/calendar/week.php?date=20080512>.

TGm

The TGm Chair, Brian Kiernan presented the opening report (document C802.16m-08/019). Brian reviewed the plan for the week. Brian informed the group there will be a joint meeting with Relay TG on Tuesday morning (8-10am), two or three parallel break out sessions and no current plan to hold any evening meetings. There were some discussions on the agenda and the plan. Roger suggested to discuss the detailed work plan in the TGm opening ~~plenary session. M~~meeting.

License-Exempt Task Group

The LE TG Chair, Mariana Goldhamer, presented the opening report~~ed~~ (see IEEE 802.16h-08/009), including the Letter Ballot Recirc #29b status and the plan for the week.

Jose Puthenkulum asked about the plan for the Sponsor Ball~~eo~~ot. Mariana replied that LE TG intended to seek EC's approval of the Sponsor ~~Ballet~~Ballot in July Plenary Session.

Relay Task Group

The Relay TG Chair Mitsuo Nohara reported the status of the Letter Ballot Recirc #28c (89% approval ratio, 89% return ratio) on IEEE P802.16j/D4. Nohara-san then explained the Relay Task Group draft agenda for the week (IEEE 802.16j-08/007r1) and expected motions for the WG Closing Plenary.

Maintenance Task Group

The Maintenance TG Chair, Jonathan Labs, presented the opening report (IEEE 802.16maint-08/013r5) and informed the group that Scott Probasco will be the acting secretary for this session due to the absence of the Chief ~~e~~Editor Joseph Schumacher. Jon reviewed the progress on the revision project (P802.16Rev2/D4 is the latest document), reporting the LB #26c status (86% return ration, approval ratio 79%). Jon reviewed the plan for the week and the sponsor ~~ballet~~ballot.

~~Roger explained the meaning of the confirmation ballot, i.e, no one should submit any comments.~~

Liaison

ITU

José Costa presented the following liaison documents and other external communications related to the work in ITU-R.

- Liaison Statement from WiMAX Forum: Proposed update to ITU-R Recommendation M.1457 (IEEE L802.16-08/024)
- Liaison Statement from WiMAX Forum: Liaison from ITU-R WP 5D on ACS (IEEE L802.16-08/026)
- 802.18 input regarding FCC comments on 2360-2400 MHz
- Report of WP 5D IMT.TECH Correspondence Group (IEEE L802.16-08/028)

José presented the plan for the week.

Motion (2:56pm): "*To authorize the ITU-R Liaison Group to draft documents as needed, tentatively approve them on behalf of the WG (subject to confirmation at the 802.16 Closing Plenary), and submit them for 802.18 consideration.", moved by José Costa, seconded by Reza Arefi, passed by unanimous voice consent.*

Charge to Task Groups

The TG Chairs were asked to ensure that minutes are recorded, previous minutes are approved, start and finish times are recorded for their meetings, motions are posted in advance, and motion times are recorded.

Future Sessions <http://ieee802.org/16/calendar.html>

- · Session #56: 14-17 July 2008 in Denver, CO, USA, with IEEE 802 Plenary Session, registraion is open.

- · Session #57: 16-19 September 2008 (Tue-Fri) in Kobe, Japan (hosted by Mitsuo Nohara). Nohara-san gave a brief updates on the status, details will be presented in the WG eClosing pPlenary.
- · Session #58: 10-13 November 2008 in Dallas, TX, USA, with IEEE 802 Plenary Session
- · Session #59: 12-15 Jan 2009 in Rio de Janiero, Brazil (hosted by Ramon Khalona)
- · Session #60: 9-12 March 2009 in Vancouver, Canada, with IEEE 802 Plenary Session
- · Session #61: May 2009 (preferably 18-21 May): Interim Session; site to be determined at Closing Plenary of Session #56 *Proposals solicited*; please see IEEE 802.16 Interim Session Guidelines.

New Business

Mike Hart raised an issue on the protection of IEEE 802.16e system from UWB devices in Europe aroundin the 3.5 GHz spectrumband. There is an ECC document and report up for consultation. Mike requested people interested in the topic to voice their opinions . The comement deadline for the docuement is May 19, 2008. Roger commented that it may not be possible to have an official view from IEEE 802 since it requires EC's apporval for any official communication with government body. Roger suggested to investigate the way of handling this issue by the ITU Liason gGroup. Thre were no objections to deal with this issue in the ITU lLiason gGroup.

Roger announced that he will look into the possibility of arranging the officer hours in this meetingsession.

Motion (3:11pm) "*To adjourn the meeting*", moved by Shkumbin Hamiti Shkumbin, seconded by Scott Migaldi,, passed by unanimous voice consentvote.

IEEE 802.16 Session #545 Closing Plenary Meeting

15 May 2008

Call to Order

Roger called the meeting to order at 7:48 pm**.**

Patent Policy Slides

Chair reminded the attendees the IEEE 802 patent policy.
http://standards.ieee.org/board/pat/pat-slideset.pdf

An opportunity was provided for participants to identify patent claim(s)/patent application claim(s) and/or the holder of patent claim (s)/patent application claim(s) that the participant believes may be essential for the use of that standard. Roger emphasized that the Bylaws take precedence over the patent slides and encouraged people to read the Bylaws if they have questions.

There were no other responses on the patent topic.

Approval of Agenda

The Closing Plenary agenda <http://ieee802.org/16/meetings/mtg55/closing.html> was reviewed.

Motion (7:52pm): "*To approve the Closing Plenary agenda http://ieee802.org/16/meetings/mtg55/closing.html*", approved with unanimous voice vote.

Session #55 Info

Phillip Barber, on behalf of the host, explained logisitics. Phil requested the attendees to fill out the survey on the facility handed out in the meeting room.

Roger presented Wireless manMAN T-Shirts to the meetingsession host and staff (Jiaming Lu, Yanhong Wang, CKathy Wuoo, Sean McBeath, Phillip Barber) as a token of appreciation.

License-Exempt Task Group

A report was made by the TG Chair, Mariana Goldhamer (IEEE 802.16h-08/011).

Motion (8:05pm): "*To authorize the LE TG Editor to create the Working Group Draft IEEE P802.16h/D6 based on the comment resolutions recorded in the database IEEE 802.16-08/022r2, and to initiate a recirculation of Letter Ballot #29*", moved by Mariana Goldhamer, seconded by John Sydor.

Motion passed: 66/0/0.

Motion (8:08pm): "*To authorize the LE TG Comment Resolution Committee to resolve the comments in LB#29c by correspondence, to authorize the LE TG Editor to create the Working Group Draft IEEE P802.16h/D7 based on the comment resolutions, and to initiate a recirculation of Letter Ballot #29*", moved byMariana Goldhamer, seconded by Harry Bims.

Motion passed: 54/0/0.

TGm

A report was presented by the TGm Chair, Brian Kiernan (IEEE 802.16m-08/021r2).

Relay Task Group

A report was made by the Relay TG Chair, Mitsuo Nohara (IEEE 802.16j-08/008) on the progress of the Relay TG.

Motion (8:32pm): "*To approve P802.16j/D5 (to be issued by the Relay TG Editors) as the revised working group draft and to authorize the WG Chair to proceed to the 5th letter ballot recirculation on p802.16j/D5 to close about 11 July, 2008 AOE* ", moved by Mitsuo Nohara, seconded by Wen Tong, passed 72/0/0.

Maintenance Task Group

A report was presented by the TG Chair, Jon Labs (IEEE 802.16maint-08/014r1).

Jon reminded Roger to send an invitation to open the Sponsor ~~Ballet~~Ballot pool.

Motion (8:43pm): "*To accept draft P802.16-Rev2/D4 as modified by the comment resolutions (IEEE 802.16-08/021r2) and open a Working Group Recirculation Letter Ballot on the draft (P802.16-Rev2/D5).*", moved by Jon Labs, seconded by John Humbert, passed by 82/0/0.

Jon explained that there was not enough time to address the Request for Intepretation from Qian Xie.—

Ronald Murias and Jon Labs voluteered to draft the response in time for consideration at Session #56.

[I noticed that Jon's report has a motion, but I do not recall that a motion was made on this topic]

Jon thanked Scott Probasco for filling for Joe Schumacher this week as ~~an~~ editor.

ITU-R Liaison Group

ITU Liaison Officer José Costa provided a report of the meeting of the ITU-R Liaison Group during Session #5~~4~~5 (L802.16-08/035~~d0~~) and reviewed several output documents from the ITU-R ~~l~~Liaison ~~g~~Group listed in the report.

Motion (8:58pm): "*To confirm the approval of IEEE L802.16-08/030d1, and authorize the WG Chair to follow up with 802.18 and support an associated motion at the 802 EC as required.*", moved by José Costa, seconded by Reza Arefi, passed by 53 /0/0.

Motion (9:01pm): "*To approve IEEE L802.16-08/031d0 and authorize the WG Chair to send it to the WiMAX Forum*.", moved by José Costa, seconded by Reza Arefi, passed by 51 /0/0.

Motion (9:008pm): " *To confirm the approval of IEEE L802.16-08/032d0, and authorize the WG Chair to follow up with 802.18 and support an associated motion at the 802 EC as required*", moved by José Costa, seconded by Reza Arefi , passed by 54 /0/0.

Motion (9:11pm): " *To confirm the approval of IEEE L802.16-08/033, and authorize the WG Chair to follow up with 802.18 and support an associated motion at the 802 EC as required*", moved by José Costa, seconded by Lei Wang , passed by 51 /0/0.

Motion (9:18pm): "*To approve IEEE L802.16-08/034d1 and authorize the WG Chair to send it to the WiMAX Forum.",* moved by José Costa, seconded by Reza Arefi, passed by 48 /0/0.

Motion (9:25pm): "*The WG representatives to the 802.18 meeting be authorized to represent the following 3 issues:*
1.   IEEE L802.16-08/033 was approved in the WG closing plenary by vote of 51-0-0.
2.   IEEE L802.16-08/032d0 was approved in the WG closing plenary by vote of 54-0-0.
3.   The WG confirms that the material in IEEE L802.16-08/032d0 is the same as previously submitted in Document 5D/5 Section 11 .", moved by moved by José Costa, seconded by Reza Arefi, passed by unanimous voice consent.

Current and Future Sessions <http://ieee802.org/16/calendar.html>

·   Session #55: 12-15 May 2008 in Macau, China (hosted by Jianmin Lu)
Phil reminded the attenees to complete the questionaries. Jose Peuthenkulum reviewed the letter of appreciation intended for the meeting host (Huawei) and co-hosts (China Mobile, ZTE, and CATR)

Motion (9:32pm) "To send the letter of appreciation (LIEEE 802-08/024) to the meeting host and co-hosts subject editorial changes by the WG chair", moved by Jose Puthenkulum, seconded by Harry Bims, passed by clapping hands. [Note: The correct document number is IEEE 802-08/025.]

·   Session #56: 14-17 July 2008 in Denver, CO, USA, with IEEE 802 Plenary Session
·   Session #57: 16-19 September 2008 (Tue-Fri) in Kobe, Japan (hosted by Mitsuo Nohara)
Nohara-san gave a update (IEEE S802-08/014/C802-08/014)
·   Session #58: 10-13 November 2008 in Dallas, TX, USA, with IEEE 802 Plenary Session
·   Session #59: 12-15 Jan 2009 in Rio de Janiero, Brazil (hosted by Ramon Khalona)
·   Session #60: 9-12 March 2009 in Vancouver, Canada, with IEEE 802 Plenary Session
·   Session #61: May 2009 (preferably 18-21 May): Interim Session; site to be determined at Closing Plenary of Session #56
Proposals solicited; please see IEEE 802.16 Interim Session Guidelines.

Publicity

The Chair was authorized to prepare the Session #55 Report , without objection.

New Business

Roger remindednoted that Jon Labs to Email Rogerhe had completed a request to initate the P802.16Rev2 Sponsor Ballot poolgroup.

Closing

A Motion to adjourn the meeting was made by Phil Barber, seconded by John Humbert, and carried by unanimous voice vote. The meeting was adjourned at 21:52 on May 15 2008.

Web References

Session #55 Web Page
        http://ieee802.org/16/meetings/mtg55
Session #55 Attendance and Participation List
        http://ieee802.org/16/meetings/mtg55/reglist.html
Session #55 Report
        http://ieee802.org/16/meetings/mtg55/report.html