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<th>Project</th>
<th>IEEE 802.16 Broadband Wireless Access Working Group <a href="http://ieee802.org/16">http://ieee802.org/16</a></th>
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<td>Title</td>
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| Abstract           | IEEE 802.16 Session #63 Minutes (Jeju, Korea)                            |
| Purpose            | To record the minutes of the IEEE 802.16 Working Group Opening and Closing Plenary meetings at Session #63. For approval at Session #63.5. |
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| Patent Policy and Procedures | The contributor is familiar with the IEEE-SA Patent Policy and Procedures:  
Minutes of IEEE 802.16 Session #63
IEEE 802.16 Working Group
Jeju, Korea
31 August – 3 September 2009

IEEE 802.16 Session #63 Opening Plenary Meeting
31 August, 2009

Call to Order
The meeting was called to order by the Working Group (WG) Chair Roger Marks at 8:10 AM local time. He mentioned the previous IEEE 802.16 session held in Jeju in 2002. He welcomed the attendees to Session #63 of the IEEE 802.16 WG. Roger provided the URL <http://lan.wirelessman.org> for the opening plenary agenda http://ieee802.org/16/meetings/mtg63/opening.html and the welcome page that provided the links to the upload facilities, attendance, etc. Roger introduced himself as Chair of the Working Group (WG). Vice Chair Jose Puthenkulam and Secretary Herbert Ruck introduced themselves. Roger mentioned the WG’s fourth officer, Treasurer Scott Migaldi.

Addresses by the Host, ARIB and TTA
Roger introduced the Session #63 Member Host Hokyu Choi and commended him on organizing the session. Hokyu welcomed the participants and explained the logistics of registration, meals and meeting rooms. Roger recognized guests from TTA and ARIB and reported on the joint meeting of the previous day, where IEEE was represented by Roger Marks, Mike Lynch and Reza Arefi.

Dr. Kohei Sato, managing director of ARIB (Association of Radio Industries and Businesses), Japan, addressed the meeting on behalf of ARIB. He mentioned that ARIB is one of the supporters of IEEE 802.16m for candidate radio interface technology for IMT-Advanced. In Japan the candidates for radio interface technologies for IMT-Advanced are discussed in the Radio Interface Technology Study Group and the Evaluation Group which were established under the IMT-Advanced Subcommittee of the Advanced Wireless Communications Study Committee in ARIB in July 2008. The Study Group is to prepare draft proposals for candidate radio interface technologies for IMT-Advanced, assuming that the proposals will be submitted to ITU-R through Japan’s National Process. The Japanese government has already endorsed the works of IEEE 802.16 Working Group and 3GPP relating to the submission of proposals for candidate radio interface technologies for IMT-Advanced in the 5th meeting of WP5D in Geneva in June 2009. The Japanese government is now preparing for the submission of candidate radio interface technologies for IMT-Advanced at the 6th meeting of WP5D in Dresden, Germany, as Japan’s proposal will be developed on the basis of results of IEEE 802.16 Working Group and 3GPP. In this sense ARIB is looking forward to the completion of the 802.16m work for IMT-Advanced as soon as possible. Dr. Sato mentioned the cooperation agreement reached with IEEE on the candidate for radio interface for IMT-Advanced and extended his best wishes on the success of Session #63 of IEEE 802.16.

Dr. Kyu-Jin Wee, Chair of Mobile Communication Technical Committee (TC 7) and spokesman for TTA (Telecommunications Technology Association), Korea, mentioned the meeting’s success on cooperation in ITU-R. TTA will support the IEEE 802.16 technology in IMT-Advanced in ITU-R. Joining TTA and ARIB means that 400 industries support the 802.16 proposal, so that the technology can be IMT-Advanced within the schedule of ITU-R. As Vice Chair of WP 5 in ITU-R, Dr. Wee sees a positive development of events.

Logistics, Registration
Roger outlined the networking, the logistical, and the registration issues.

Security: Keep your personal belongings secure at all times. All attendees must have their name badges clearly visible while on the meeting floors, for all refreshment breaks, and for the social. Guests for the social do not require a name badge but must be accompanied by a badged attendee.

IEEE 802.16 local server: http://lan.wirelessman.org
Explained the uploading options on the Internet and on the local server
Membership and Voting

The lists of WG Members, Potential Members, Members in Peril and Observers were explained by the Chair. The 802.16 WG had 437 members before the start of the session. Voting tokens were included as part of the registration badge.

Attendance:
- Working Group Membership depends on "participation"
- "participation" depends on attendance (75%)
- "attendance" depends on attendance logs recorded during each individual meeting interval
- 36 credit hours are recognized at this meeting, therefore 27 credit hours are needed to qualify for attendance.

Attendance Log procedure: The chair demonstrated the way of registering with user name, e-mail and web account password. You must use the IEEE Automated Meeting Attendance Tool ("IMAT") if you wish to receive participation credit for Session #63. This credit is essential to retaining or obtaining Working Group Membership or Observer status. In order to use IMAT, you must have an IEEE Web Account for use during the session. The IEEE-SA pin number has to be used with the registration database.

Affiliation: Attendance software's “Affiliation” field is the appropriate Affiliation per IEEE-SA affiliation disclosure requirements and will be reported as such. Roger explained that entering “WG 802.16” as affiliation is invalid and will create problems.

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

Motion (at 8:44 AM): “To approve the Opening Plenary Meeting Agenda as presented” <http://ieee802.org/16/meetings/mtg63/opening.html>.
Moved by Brian Kiernan, seconded by Mariana Goldhamer. Discussion by Jose Puthenkulam. The agenda was unanimously approved.

Approval of the Session #62 Minutes

Roger pointed to the draft minutes of Session #62 (IEEE 802.16-09/0043) available since 30 July and invited comments. No comments were received.

Motion (at 8:47 AM): “To approve the Minutes of Session #62 (IEEE 802.16-09/0043)”.
Moved by Brian Kiernan, seconded by Mariana Goldhamer. No discussion. Motion was approved by unanimous consent.

Chair's Report

Roger displayed the chair report with Administrative, Procedural, and Announcements (see Chair’s Opening Plenary Presentation Slides (IEEE 802.16-09/0050r1)). 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>.

The Chair displayed the patent policy materials <http://standards.ieee.org/board/pat/pat-material.html> and presented Slides 1-4 from <http://standards.ieee.org/board/pat/pat-slideset.pdf>. No comments were received. He then presented Slide 0. The Chair asked if there were any questions or if anyone wanted to speak up. No responses were provided or comments received.

Roger instructed the task group chairs to repeat the patent policy rules in their groups per the details provided.

The Chair continued with IEEE 802 Rules. He highlighted material from two documents: Policies and Procedures (P&P), a stable document, and the Operations Manual, which is more easily updated by the 802 EC. The EC has discussed the creation of a third document: P&P for working groups. Some significant changes in the Operations Manual: No quorum is required in WG meetings announced 45 days in advance. Roger explained the role and responsibilities of the working group chair.

Maintenance is required for standards older than five years. This will affect 802.16.2-2004 and 802.16/Conformance03-2004 later this year. The WG should act to reaffirm, revise, or request withdrawal. This can be done at Session #64. Reaffirmation would require a PAR to be re-submitted. Roger invited comments in interests in reaffirming the standards. No comments received.
US FCC: Definition of Broadband
A pressing issue was responding to an inquiry by FCC on the definition of “Broadband”. Mike Lynch, chair of the IEEE 802.18 TAG, explained that the due date was next week and mentioned that he would be glad to work with 802.16. Roger explained that he had shared the 802.18 response over the reflector with 802.16 and only one comment was received. The question was raised regarding the reason for asking for a definition of “broadband”. Mr. Lynch noted that the FCC apparently runs into a multitude of definitions for broadband and they want to have a record of industry’s view and that more such inquiries may follow.

Smart Grid
NIST held a workshop on “Smart Grid” standards in August 2009, attended by Roger who gave a presentation related to IEEE 802.16. NIST assigned IEEE 802 a lead role in developing some materials. The chair asked if anyone was interested in participating in these activities. Mariana Goldhamer expressed interest.

Active Projects
The active projects in the WG are P802.16m and P802.16h.

IEEE 802 Policies and Procedures (P&P) Issues
No update.

Review of Session #62 Report for Information
The chair pointed to the Session #62 Report and strongly encouraged the group to read the report to understand the ongoing work.

Session #63 Meeting Calendar and Schedule for the Week
The chair explained the schedule for the various groups shown on the calendar web site <http://dot16.org/cal/week.php?getdate=20090831>.

Session #63 Document Guide
Roger explained how to upload and access new documents.

This concluded the chair’s report. No further questions were asked.

Schedule for the Week
The meeting rooms were on the 5th and 3rd floor. The closing plenary will be held Thursday from 1:00 -3:00 PM. Roger announced an additional joint plenary mid-week on Wednesday morning, to coordinate TGm with the ITU-R Liaison Group and to review an update from the LE TG.

Maintenance Task Group Report
Jon Labs, chair of the TG, presented a report (IEEE 802.16maint-09/0018). Jon pointed to the latest database with change requests. 16 change requests are ready for ballot. Jon outlined the work schedule and mentioned that a proposal will be submitted in the closing plenary of what to do with the change requests. Roger asked if there are any liaison reports, other than IEEE L802.16-09/0087, left unaddressed from prior sessions. Jon was not aware of any.

License-Exempt Task Group Report
Mariana Goldhamer, chair of the LE TG, presented a report (IEEE 802.16h-09/0017r1). Mariana presented the results of the recirculation and addressed the action items assigned at the last meetings. Marianna mentioned ITU documents related to the use of 5 GHz bands by the mobile service, the notion of “primary user” and referred to discussion at the previous session. Furthermore, she outlined the work for this week of resolving comments and mentioned the goal for submission to RevCom of 19 October 2009. Lei Wang started a discussion on the supporting material for definition of “primary user” and “mobile service” and considered the spectrum study to be too generic. Roger recommended that these discussions should be done in the task group. Roger then invited additional comments. None were received.

TGm Report
The TGm Chair, Brian Kiernan, presented the opening report (IEEE 802.16m-09/0041r1). Summarized the ballot results. The return ratio was met. Have not met the approval ratio (34%). Received comments on SDD as well. Brian explained the number and nature of comments received. The target is to resolve the SDD comments and the letter ballot comments. The call for contributions on subject
areas generated contributions. Drafting groups will be set up to organize the material in time for the Hawaii meeting. Three parallel meetings will be held. Brian showed the draft agenda and explained the plan to tackle the work. Brian invited comments. Joe Puthenkulam recommended to capture the list of disapprove voters to track the resolutions. Phil Barber mentioned the duty to address and respond to comments. Roger cautioned to attach the resolution to all Disapprove comments and avoiding indirect references like “superceded”.

Brian emphasized that it is necessary to do solid technical work in resolving the comments. Discussion ensues on how to organize and handle the large volume of comments. There was no chance to get reply comments. Reza Arefi suggested to coordinate with ITU-R Liaison Group.

Liaison Reports

ITU-R

The ITU-R Liaison Group chair Reza Arefi presented the report for the group (IEEE L802.16-09/0088), explaining the documents under review and the work schedule. Comments were invited. Discussion ensued on what will be sent to TTA and ARIB. Reza explained that the material prepared will be sent. No authorization for mid-week communication was required. Mariana mentioned that she would like to have permission to distribute the documents for review in the Israeli Evaluation Group.

WG Ad Hoc Committee on NRR (Network Robustness and Reliability)

No meeting was held during this session and no report was presented in the opening plenary. The expectation was to hear a report at the closing plenary.

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.

Schedule for the Week

Roger changed the calendar to include the mid-week plenary. Discussions on 802.16h issues and IMT-Advanced issues were planned for mid-week. Roger reviewed the updated schedule based on TG inputs. The Chair points out that, if rooms or times need to be changed, the WG chair needs to be informed so the attendees are made aware. The task group chairs should not ask the staff for room changes.

Audio-Visual Equipment

LCD projectors are managed by the hosts.

Meeting Cancellation or Early Close

The TG Chair must inform WG Chair if TG meetings are completed for the week earlier than planned so that the facilities can be released. The TG Chair must inform WG Chair in order to request extra meeting space.

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

Roger Marks discussed the upcoming sessions shown below:

- Session #63.5  21-25 September in Waikoloa, Big Island, Hawaii, USA. Registration is open. This is a full session of the WG.
- Session #64  16-19 November, 2009 in Atlanta, Georgia, USA with IEEE 802 Plenary Session
- Session #65  14-16 January, 2010 in La Jolla, California, USA hosted by IEEE 802, Member host: Lei Wang.
- Session #66  15-18 March, 2010 in Orlando, Florida, USA IEEE 802 Plenary Session
- Session #67  May, 2010. Proposals for a hosted meeting will be heard in the closing plenary. A formal proposal is expected by CEWiT for Bangalore, India.
- Session #68  12-15 July, 2010, San Diego, California, USA, with IEEE Plenary Session
New Business
None was brought up.

Without objection, the meeting was declared adjourned at 10:16 AM.
IEEE 802.16 Session #63 Mid-Week Plenary Meeting
2 September 2009

Call to Order
Roger Marks, Chair of the 802.16 WG, called the meeting to order at 8:11 AM local time. He welcomed the attendees to the mid-week plenary and explained the agenda (IEEE 802.16-09/0048). He announced the meeting to last one and a half hours. There was no question or discussion and the agenda was consequently approved. The Chair mentioned the patent policy and asked if anyone needs to have a review of the details. No request was made and the meeting proceeded.

Maintenance Task Group
Maintenance Task Group Chair Jon Labs presented a verbal report. He mentioned two LB#30 comments that were passed by TGm to the Maintenance TG and that were resolved. One of the comments requested to include all maintenance change requests into the 802.16m draft and was approved. Jon mentioned work on responding to a liaison letter from the WiMAX Forum regarding routine change requests (IEEE L802.16-09/0089).

TGm
Brian Kiernan, TGm Chair, presented a verbal report. Brian explained that the total number of comments received in LB#30 was 1716. Of these 1202 comments were editorial. 929 comments were left to be resolved. Two new ad-hoc groups were created -- one for MIMO. Discussion ensued on the stability of the draft and the work needed on numbering, organization and content. Lengthy discussions ensued on the likely progress of the work and the material needed to include in the IMT-Advanced contribution.

ITU-R Liaison Group
Reza Arefi, the chair of the ITU-R Liaison Group, presented the report (L802.16-09-0090) and referred to the structure of the four part documentation:

- Part 1 – Overview and cover sheet: L802.16-09-0089d1
- Part 2 – Background information, miscellaneous: L802.16-09/0052d3
- Part 3 – General description of the RIT, description templates : L802.16-09/0050d4
- Part4 – Self-evaluation report, compliance template: L802.16-09/0051d4

Roger asked where to put the “additional information” used to perform the simulations (e.g. details for permutations, etc.). Lengthy discussion ensued on the nature of the information needed, where to put it and how to prepare the documents in time to meet the various upcoming deadlines. Roger noted that documents have to be sent to 802.18 (deadline 4 September 2009), ARIB and TTA. However, the documents don’t have to be sent to ITU-R yet and 802.18 will conduct further discussions.

In conclusion, the decision on how to include the “additional” material is left to ITU-R Liaison group. An action item was created for volunteers (Tolis Papathanassiou, Sassan Ahmadi and Jaewon Cho volunteered) to itemize the “additional” material. Another action item was for Roshni Srinivasan to complete the SDD update in time for the WG Closing Plenary.

License-Exempt Task Group
Mariana Goldhamer, TG chair, presented the reports (IEEE 802.16h-09/0017r1 and IEEE 802.16h-09/0019). Mariana discussed the schedule and deadlines for PAR extension and approval of the 802.16h draft. Lengthy discussions ensued on the various options, time schedules and rules for approving the draft. Roger recommended to have a clear package for closing plenary.

New Business
Hokyu provided information on the Social. No other business

Adjourn
The WG Session was adjourned at 9:42 AM on 2 September, 2009.
IEEE 802.16 Session #63 Closing Plenary Meeting

3 September 2009

Call to Order
Roger Marks, Chair of the 802.16 WG, called the meeting to order at 1:08 PM local time. He welcomed the attendees and explained the displayed agenda. The written report C802.16-09/0011 of the NRR ad hoc was received and was be posted to the server and not presented. The Chair mentioned the patent policy and asked if anyone needs to have a review of the details. No request was made and the meeting proceeded.

Approval of Agenda
The Closing Plenary agenda <http://ieee802.org/16/meetings/mtg63/closing.html> was reviewed. Chair asked if there were any concerns. The modified agenda was approved without objections.

Maintenance Task Group
The Maintenance Task Group Chair Jon Labs presented his report (IEEE 802.16maint-09/0021). Jon mentioned the liaison letter from the WiMAX Forum (IEEE L802.16-09/0089) and plan to respond to the letter during Session #63.5. The state of the database was explained. Discussion ensued regarding the LB #30 comments and change requests from the liaison letter. Roger asked if the process of including change requests into 802.16m is to continue. Jon affirmed this intent. No more comments.

TGm
Brian Kiernan, TGm Chair, presented the closing plenary report (IEEE 802.16m-09/0042). TGm completed a new SDD revision (IEEE 802.16m-09/0034r1). In LB #30, about 700 technical comments were resolved. The database was uploaded to the server. Vice Chair Carl Eklund resigned due to change in work responsibilities. Discussions ensued regarding call for reply comments on unresolved comments. Roger instructed the audience on how to write the reply comments to accelerate resolution. The Session #63.5 activity was discussed. The revised agenda is planned to be to be posted on Monday. The database will be posted as soon as ready. Roger asked that information on how to participate in the DG (Drafting Groups) should be included in the closing plenary report for everyone to see. Discussion ensued on upload directories and on support of DGs. Roger recommended to upload DG documents to the “temp” directory. Call for reply comments was planned for the coming weekend. The revised agenda is planned to be to be posted on Monday. The database will be posted as soon as ready. Roger asked that information on how to participate in the DG (Drafting Groups) should be included in the closing plenary report for everyone to see. Discussion ensued on upload directories and on support of DGs. Roger recommended to upload DG documents to the “temp” directory. Call for reply comments was planned for the coming weekend.

License-Exempt Task Group
Mariana Goldhamer presented the closing report (IEEE 802.16h-09/0020). She outlined the recirculation plan and schedule for consideration for approval by RevCom. Roger invited comments on the report. One member asked about the minimum number of people needed for proper meetings and suggested that we should have proper meetings and review needs to be carried out with broad industry support. Roger explained that the PAR is assigned to the Working Group and stated that if members believe that something is questionable they can propose to reject TG’s proposed resolution of comments. Discussion ensued regarding procedures of PAR extension, with 48 hour rule at the EC level. Roger explained that to meet NesCom schedule one would have to put it on the December agenda by 19 October. One member took note of Session #63.5 in two weeks. Carl Eklund asked to enter into the meeting minutes that only two people attended the LE TG meetings at this session. Roger stated that procedurally there is no issue. Discussion ensued. Ron Murias stated that progress was made and that issues could be resolved to his satisfaction in the next recirculation but that extension of the PAR is premature. He also recommended that the schedule in Session #63.5 be set such as to allow his participation and that of more WG members.

Motion 1 (2:08 PM): “To authorize the LE TG Editor to create the WG draft IEEE P802.16h/D11 based on IEEE P802.16h/D10 and the comment resolutions recorded in data-base IEEE 802.16-09/0046r2 and to initiate a Sponsor Recirculation Ballot.”

Moved by Mariana Goldhamer; seconded by Dan Gal;
No discussions on the motion. The motion was carried by unanimous consent.

Motion 2 (2:09 PM): “To forward the IEEE 802.16h PAR extension request in IEEE 802.16h-09/0021r1.”

Moved by Mariana Goldhamer; seconded by Dan Gal;
Discussions ensued regarding the number of people attending the meetings and number of people submitting comments in the last recirculation. Discussions followed on postponing or proceeding with the motion. Some members recommended to postpone the renewal request until the Hawaii meeting.
20 votes in favor of the motion, 10 votes opposed to the motion, 7 abstain. The result is 67% in favor. The Chair ruled that the motion had failed due to a result below 75%.

**ITU-R Liaison Group**

Reza Arefi, the chair of the ITU-R Liaison Group, presented the closing report (IEEE L802.16-09/0092)

**Motion 1 (1:39 PM):** “To approve the following documents and authorize the WG Chair to forward them to 802.18 subject to any editorial corrections.

1) L802.16-09/0101: [DRAFT] SUBMISSION OF A CANDIDATE IMT-ADVANCED RIT BASED ON IEEE 802.16 (PART 1)
2) L802.16-09/0102: [DRAFT] SUBMISSION OF A CANDIDATE IMT-ADVANCED RIT BASED ON IEEE 802.16 (PART 2)
3) L802.16-09/0103: [DRAFT] SUBMISSION OF A CANDIDATE IMT-ADVANCED RIT BASED ON IEEE 802.16 (PART 3)
4) L802.16-09/0104: [DRAFT] SUBMISSION OF A CANDIDATE IMT-ADVANCED RIT BASED ON IEEE 802.16 (PART 4)”

Moved by Reza Arefi and seconded by Nader Zein

Roger commended Reza and the Liaison Group on carrying out the challenging work. The documents had to be delivered to the IEEE 802.18 TAG by the next day. Discussions ensued on references to P802.16m/D1 in Part 4 (where it is cast as supporting material for the simulations) and how to evolve the references and the possibility of adding a footnote to the reference that it is included only for Part 4. No more comments were received.

Results of vote: 69 approved, 0 disapproved, 0 abstained. Motion carried.

**Motion 2 (1:48 PM):** “To approve the following documents and authorize the WG Chair to forward them to their respective recipients subject to any editorial corrections including additions to the cc list.

1) L802.16-09/0093: Liaison statement to ARIB concerning IMT-Advanced submission
2) L802.16-09/0094: Liaison statement 20 TTA concerning IMT-Advanced submission
3) L802.16-09/0095: Liaison statement to WiMAX Forum concerning IMT-Advanced submission”

Moved by Reza Arefi and seconded by Jon Labs

Comments were invited. No comments were received.

Results of the vote: 70 approved, 0 disapproved, 0 abstained. Motion carried.

The material will be submitted to the external partners. Applause as appreciation for the work done.

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

- Session #63.5 21-25 September in Waikoloa, Big Island, Hawaii, USA. 140 people have registered. This is a full session of the WG.
- Session #64 16-19 November, 2009 in Atlanta, Georgia, USA with IEEE 802 Plenary Session
- Session #65 14-16 January, 2010 in La Jolla, California, USA hosted by IEEE 802, Member host: Lei Wang.
- Session #66 15-18 March, 2010 in Orlando, Florida, USA IEEE 802 Plenary Session
- Session #67 May, 2010. J Klutto Milleth presented a proposal to hold the meeting in Bangalore, India.

Motion (2:42 PM): To accept the proposal C80216-09/0010r1 for Session #67.

Moved by Klutto Milleth, seconded by Jose Puthenkulam. Motion carried by unanimous consent.

Mariana suggested Israel for September 2010. The decisions will be taken later.

- Session #68 12-15 July, 2010, San Diego, California, USA, with IEEE Plenary Session
- Session #69 probably 13-16 or 27-30 September, 2010, to be decided at Session #64.
Publicity
The Chair was authorized, without objection, to prepare the Session #63 Report and post it.

New Business
The report IEEE C802.16-09/0011 from the NRR Ad Hoc Committee Chair was reviewed by Roger. Roger asked for comments. None were received.

No other new business was brought up.

Closing
Roger expressed his appreciation to Samsung and Hokyu for a pleasant session. Roger invited Hokyu and gave him “The T-Shirt”. Hokyu thanked the participants for coming to Jeju and explained the logistics of getting to the airport. Roger thanked Carl Eklund and expressed his appreciation for his service and attendance at 53 WG sessions.

The WG Session was adjourned at 2:55 PM on 3 September, 2009. Moved by Carl Eklund, seconded by Lei Wang and approved by unanimous consent.

Web References
Session #63 Web Page  
http://ieee802.org/16/meetings/mtg63
Session #63 Attendance and Participation List  
http://ieee802.org/16/meetings/mtg63/reglist.html
Session #63 Report  
http://ieee802.org/16/meetings/mtg63/report.html