

**IEEE 802.20**

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**Policies and Procedures of IEEE Project  
802**

**Working Group 802.20**

**Mobile Broadband Wireless Access**

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The IEEE 802.20 Working Group shall operate in accordance with IEEE 802 LMSC Policies and Procedures as posted and approved except for 802.20 specific operating rules as stated below.

1. Working Group Officers' Elections will be conducted per the Appendix A of the IEEE 802.20 Policies and Procedures.
2. In addition to the 802 Policies and Procedures for Working Group Membership and Voting Rights, the 802.20 Working Group shall operate in accordance with the following.
  - A. Voting members of 802.20 who changes affiliation to an entity that is not an existing member of 802.20 will gain voting rights after attending 2 plenary meeting or 1 plenary plus an interim meeting under their new affiliation.
  - B. An entity that has lost voting rights due to lack of attendance will need a new potential designated voter to attend attending 2 plenary meetings or 1 plenary plus an interim meeting under their affiliation to regain voting rights.
  - C. A member entity of 802.20 with a designated voter may change voting designations to a different member of 802.20 even if the new designee has changed affiliation to the member entity.
3. Any entity that has a member of 802.20 affiliated with that entity through the process described in # 2 above may designate that member of 802.20 as the voting member for that entity. One alternate voter may also be designated for that entity. Each entity may have only one designated voter and alternate.
4. Operating rules number 2 and 3 above shall apply only if the Working Group is using Entity voting for official votes.

#### **APPENDIX A IEEE Working Group 802.20 Officer Election Process**

This document details the procedures for the election of the IEEE 802.20 Working Group Officers (Chair and Vice Chairs).

- The election procedures regarding the Working Group Officers shall be in accordance with the relevant clauses of the 802 LMSC Policies and Procedures, <http://standards.ieee.org/board/aud/LMSC.pdf>, in effect at the time of the election.
- Any individual who has Membership in the 802.20 Working Group at the time of the election shall be eligible for candidacy and election.
- Officer elections shall take place in the March Plenary of even-numbered years, in accordance with LMCS Policies and Procedures.
- In the case of un-expired vacancies, special elections may be required. These shall be scheduled for an 802.20 LMSC Plenary, but may be deferred to a future Session. The special election shall be announced to the Working Group as soon as possible after the need is identified. A special election shall follow the same rules and process as a regular election.
- The IEEE 802.20 Working Group shall elect a Chair, a Procedural Vice Chair, and a Liaison Vice Chair, as officers.
- Members are encouraged to declare their candidacy, in a Working Group meeting or via the Working Group email reflector. The names of members who declare their candidacy at least eight days before the scheduled election shall be placed on the paper ballot.

- The election shall be held at 4:00 PM (local time) the day of the Working Group Opening Plenary meeting.
- Immediately preceding the election, paper ballots shall be distributed to all eligible and present members including WG Officers. These shall indicate the declared individuals as candidates for Chair, Procedural Vice Chair, and Liaison Vice Chair with spaces for write-in candidates.
- The Procedural Vice Chair, as Acting Chair, shall introduce the Candidates for Chair and request additional nominations. The candidates shall each be given a short time (nominally, three minutes) for a statement. This statement typically covers, but not limited to or prescribed, a summary of their qualification, their commitment to accept duties and responsibilities and their vision for the Working Group.
- The Candidates shall leave the room. The floor shall be open for discussion (nominally five minutes). The Acting Chair should attempt to ensure an emphasis on positive, rather than negative, statements regarding the candidates. However, negative statements regarding past performance of candidates in Working Group assignments are acceptable. The Acting Chair should limit the duration of comments to allow broad membership participation. Afterwards, the candidates shall be invited back into the room.
- This process shall be repeated, with the Chair leading, for the candidate introductions and discussions of each Vice Chair position.
- For voting on each officer position, each Working Group Member enters their vote by bringing a completed, anonymous ballot to the Secretary, or a designed alternative tally taker. No proxy voting is permitted. This process shall take place in plain sight of the Working Group.
- The Chair, Vice Chairs, and Secretary, or as many of these as are present, shall immediately count the ballots. This shall occur in plain and full view of the Working Group or if a recess is called, in the presence of any members who may wish to observe. The full numerical results shall be announced immediately upon completion of the count while the meeting is in session and included in the minutes.
- A candidate must receive a majority (over 50%) of the votes cast in the election for the respective position in order to be elected.
- Should no candidate receive a majority in the election for their respective position, a run-off election shall be held immediately following the initial balloting process. The process shall be the similar as the initial election, except that:
  - New write-in candidates or new nominations shall not be permitted.
  - The candidate having received the fewest votes in the previous election ballot shall not be an eligible candidate. In the case of a tie prevents this possibility, all candidates shall remain eligible.
  - Each Working Group Member present shall be entitled to a paper ballot for each election round.
  - Ballots shall be counted immediately announced and recorded. If the process is inconclusive, additional runoff ballot rounds shall be held to narrow the list of candidates.
  - If the runoff process proves inconclusive, the Chair (Acting Chair) has the discretion to re-open nominations to all Working Group members. Should a runoff process not lead to the election of a Vice Chair or Vice Chairs, the Chair may defer the election to next Working group Session.
- Subsequent to the an election process by the membership of 802.20, the voting Entity membership shall be requested to vote to affirm the election results thereby formalizing

the results prior to requesting confirmation of the successful candidates by the 802 LMSC Executive Committee. This shall apply only if the Working Group is using Entity voting for official votes.

- The Working Group Chair shall bring a motion before the 802 LMSC Executive Committee requesting confirmation, in accordance with the LMSC Procedures and Policies, of the elected officers. This shall occur at the next available meeting opportunity of the 802 Executive Committee.