

Wireless **P**ersonal Area Networks Tentative Agenda

Subject to changes by committee

May 19-21, 1998

Irving, Texas USA

The session starts on Tuesday, May 19, at
1:30pm

Objectives for this Session

- Review Output of Past WPAN SG Meetings
- Review Draft PAR
- Review Proposals for Potential MACs/PHYs
- Finalize PAR for Submission

Schedule

- Tuesday 19, 1998 1:30p to 5:00p
- Wednesday 20, 1998 8:30a to 5:00p
- Thursday 21, 1998 8:30a to 12:00p

Agenda, ---Tuesday, May 19, 1998

- 1 Opening of session (see details below) 1:30 h**
 - 1.0 Secretary**
 - 1.1 Roll call**
 - 1.2 Voting rights**
 - 1.3 Attendance list, Registration**
 - 1.4 Logistics (meeeting schedule,breaks, lunch, copying, document distribution)**
 - 1.5 IEEE Patent Policy**
 - 1.6 Other announcements**

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Agenda, ---Tuesday; May 19 cont.

- 2 Approval of the minutes of previous meetings
 - 2.1 Cambridge meeting
 - 2.2 Utrecht meeting
 - 2.3 Matters arising from the minutes
- 3 Reports
 - 3.1 Tutorial (Intermec)
 - 3.2 Liaison Activities
 - 3.3 HomeRF Pitch
 - 3.3 Application Summaries
- 4 Objectives of the Dallas Meeting
- 5 Review of contributions
 - -98/240 S WPAN SG - Harris MW Oven Issue, Bruce Kraemer
 - -98/241 S WPAN SG - Is 802.11 Applicable?, Rick LaRowe
 - -98/237 S WPAN CFP - AMP Proposal, Bill Haymond
 - -98/238 S WPAN CFP - GTE Proposal, Bob Heile
 - -98/239 S WPAN CFP - Intermec Proposal, Pat Kinney
- 6 Adoption of the agenda 11-98/170

Submission

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Agenda, ---Tuesday May 19 cont.

- 6 Unfinished Business
- 7 New Business
 - 7.1 Call for Proposals on WPAN PHY and MAC
- 8 Review/Discussions of Functional Requirements
- 9 Review of Draft PAR and 5 Criteria
- 10 Adjourn

Submission

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Agenda ---Wednesday May 20, 1998

- 11 Call to Order 8:30am Dick Braley
- 12 CFP : WPAN PHY and MAC Layer
Proposals Contributors
- 13 Discussion of PHY and MAC Proposals--All
- 14 Discuss PAR and 5 Criteria --all
- 15 Adjourn 5:00pm --Dick Braley

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Agenda ---Thursday May 21, 1998

- 16 Call to Order 8:30am --Dick Braley
- 17 Complete Discussion of PHY and MAC
Proposals
- 18 Complete PAR and 5 Criteria
- 19 Next Steps --Bob Heile
 - La Jolla Meeting, scope and objectives --Ian Gifford
 - Action Items --Ian Gifford
- 20 Review Future Meetings/Location --Dick Braley
- 21 Other Business --Dick Braley
- 22 Adjourn --Dick Braley

Submission

Ian Gifford, M/A-COM

1. Opening (detailed)

1.0 Secretary

Ian Gifford

1.1 Roll call

Mention your name, and the place where you normally work You may mention the name of your company And other important things you always wanted to say but did not dare to

1.2 Voting rights

- Participation in the debates, moving and seconding is only permitted by voting members, in all 802.11 meetings (at all levels)
- Chairs may permit observers to participate in debate [In study groups all attendees have voting rights]
- Voting rights can be earned by participation in 2 plenary meetings within 4 consecutive plenary meetings one interim may be substituted for a plenary participation is to be present in at least 75 % of all meetings in a session

1.2 Voting rights, ---cont.

- Voting rights can be maintained by participation in 2 plenary meetings within 4 consecutive plenary meetings
- one interim may be substituted for a plenary
- Voting members will get a token to be used at voting time
- Voting rights may be lost:
 - +after failing to pay the conference fee
 - +after missing two out of three consecutive letter ballots

1.3 Attendance list

- Only sign when you attend at least 90 % of the meeting for which you sign; i.e. AM or PM or Eve(ning) part of the session)
- Sign with your initials (no cross etc). Do not underline. Circle the letter corresponding to the meeting you attended when signing (F=full 802.11, P=PHY group, M=MAC group)
- Only sign in the box designated with the applicable day and part of the day, AM/PM/Eve
- Never sign ahead

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1.3 Attendance list, --cont

Check e-mail addresses:

- * some addresses have been struck, or have a \$-sign added to the right if there have been complaints from the reflector---please strike your e-mail address if you do not use it
- * if you use an e-mail address, please let us know
- * if you do not mind receiving very long files, mark bulk e-mail with yes

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1.3 Registration

-Conference fee to be paid by personal check or cash
make checks payable to Robert F. Heile

Failure to pay causes loss of credit for voting rights
and letters to be written

Submission

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1.4 Logistics (breaks, lunch, printing)

Continental Breakfast 730am Weds and Thurs

Coffee breaks 10 AM and 3 PM

Lunch noon-- 1:00 PM, Wednesday, May 20

Dinner--on your own

Printing: available in the business office for a fee

1.5 IEEE Patent Policy

The patent policy is set forth in clause 5 of the IEEE

Standards Board Bylaws

IEEE standards may include the known use of patent(s), including patent applications, if there is technical justification in the opinion of the standards-developing committee and provided the IEEE receives assurance from the patent holder that it will license applicants under reasonable terms and conditions for the purpose of implementing the standard. This assurance shall be provided without coercion and prior to approval of the standard (or reaffirmation when a patent becomes known after initial approval of the standard). This assurance shall be a letter that is in the form of either

1.5 IEEE Patent Policy

- a) A general disclaimer to the effect that the patentee will not enforce any of its present or future patent(s) whose use would be required to implement the proposed IEEE standard against any person or entity using the patent(s) to comply with the standard or
- b) A statement that a license will be made available to all applicants without compensation or under reasonable rates, with reasonable terms and conditions that are demonstrably free of any unfair discrimination

1.5 IEEE patent Policy

Clause 6.3 of the IEEE Standards Operations Manual

Through the working group, the sponsor chair shall request that known patent holders submit a statement either that the patent does not apply to the standard or that licenses will be made available without compensation or under reasonable rates, terms, and conditions. This assurance shall be obtained without coercion and submitted to the IEEE at the earliest practical time prior to the approval of an IEEE standard. The IEEE encourages early disclosure to the working group of patent information that might be relevant to the standard.

Next Meetings

Date	Month	Year	Place	Type	Location	Host
4-8	May	1998	Utrecht, the Netherlands	Interim WG +SG	Holiday Inn Utrecht City Center	Lucent Technologies
19-21	May	1998	Irving, TX	Interim Study Group only	Sheraton Grand Irving	GTE
5-10	Jul	1998	La Jolla, CA	Plenary	Hyatt Regency	
14-18	Sept	1998	Waltham, MA, tent	Interim WG		Raytheon
8-13	Nov	1998	Albuquerque, NM	Plenary	Hyatt Regency	
7-12	March	199	Austin, TX	Plenary	Hyatt Regency, Town Lake	
4-9	July	1999	Montreal, PQ	Plenary	Queen Elisabeth Hotel	
7-12	Nov	1999	Koloa, HI	Plenary	Hyatt Regency Kauai	

Submission

Ian Gifford, M/A-COM