

59th Session of meetings of IEEE P802.11

• Wireless Local Area Networks

Tentative Agenda

- Subject to changes by committee
 - **November 8-12, 1999**
 - **Koloa, HI**
 - **The session starts on Monday, Nov 8,**
 - **13:00**
- Dress Code: casual**
- **Required tool to follow discussions: PC**

Objectives for this Session

- Draft text for 802.11d
- Draft PAR and 5 Criteria for SG MAC Enhancements
- Send letters to liaison groups and to regulatory agencies as needed, for example:
 - FCC NPRM ET Docket No. 99-231
 - FCC NPRM ET Docket No. 99-42
 - WRC 2000/2002

Graphic outline

		Monday	Tuesday		Wednesday			Thursday	Friday
		Large Room	Room 1	Large Room	Room 1	Large Room	Room 1	Large Room	
08:30 - 10:00				SG	Regula	SG	Regula	SG	
	ExCom								802
10:30 - 12:00			Regula	SG	Regula	TGd	Regula	TGd	
	802								
13:00 - 15:00		Full WG	Regula	TGd		.11/15		SG	
15:30 - 17:30		TGd	Regula	TGd		Full WG		Full WG	
18:30 - 20:00						Social		ExCom	
19:00 - 24:00									

Agenda, Monday

- 1 Opening of session 13:00 h
 - 1.0 Secretary, documentation officer, attendance book manager
 - 1.1 Roll call
 - 1.2 Voting rights
 - 1.3 Attendance list, Registration
 - 1.4 Logistics (breaks, lunch, copying, document distribution)

Agenda, Monday, 2

- 1.5 IEEE Patent Policy
- 1.6 Individual representation
- 1.7 Anti-Trust laws
- 1.8 Copyrights
- 1.9 Other announcements

Agenda, Monday, 3

- 2 Approval of the minutes of previous meetings
 - 2.1 Montreal meeting 11-99/151
 - 2.2 Santa Rosa meeting 11-99/211
 - 2.3 Matters arising from the minutes

Agenda, Monday, 4

- 3 Reports
 - 3.1 of the Monday ExCom meetings
 - 3.2 Financial report Santa Rosa meeting
 - 3.3 Letter Ballots
 - 3.4 BRAN Liaison

Agenda, Monday, 5

- 4 Review of contributions
- 5 Adoption of the agenda 11-99/243-r1

Agenda, Monday, 6

- 6 Unfinished Business
 - 6.1 TGd
 - 6.2 Regulations: RF Lighting
 - 6.3 Regulations: Change of SS rules
 - 6.4 Regulations: WRC 2000 and WRC 2002 activities

Agenda, Monday, 7

- 7 New Business
 - 7.1 Submission of 802.11a and 802.11b to ISO/IEC via the fast track procedure
 - 7.2 Elect 802.11 Secretary
 - 7.3 Secretary for Tel-Aviv meeting
 - 7.4 802.11b issue

Agenda, Monday, 8

- 7 New Business
 - 7.5 Regulations: UK-RA Consultation document
 - 7.6 Regulations: Review of rules for sending letters to Administrations
 - 7.7 Expenditure of Santa Rosa Balance
 - 7.8 Working Group Rules

Agenda, Monday, 8

- 8 Adjourn for subgroups
- Refer to rough graphic outline

Joint 802.11-802.15 meeting

- 1. Opening 13:00 h
 - 1.1 Roll call
 - 1.2 Document list update
 - 1.3 Announcements
- 2. Approval of the minutes of previous meetings
 - 2.1 Santa Rosa meeting 11/99-218 and
15/99-xxx
 - 2.2 Matters arising from minutes

Joint 802.11-802.15 meeting, 2

- 3. Approval of the Agenda
- 4. Old business
 - 4.1 Liaison officers
 - 4.2 Review status of TG1, 802.15 draft standard and WG letter ballot #1
 - 4.3 Review Joint Regulatory activities
 - 2.3.1 ET Docket No. 99-231 NPRM Amendment of Part 15 rules
 - 2.3.2 ET Docket No. 99-42 RF Lighting
 - 4.4 P802.15 Hosted Venue choices
 - 4.5 802.15 Study Group Interoperability
 - 4.6 802.11 Study Group MAC Enhancements
- 5. New Business
- 6. Adjourn

Agenda, Wednesday, 1

- 9. Opening 15:30
 - 9.1 Agenda update
- 10. Reports from sub groups
 - 10.1 TGd

Agenda, Wednesday, 2

- 11 New Business
 - 11.6
 - 11.7
- 13 Adjourn for subgroups Agenda,

Agenda, Thursday, 1

- 14 Opening 15:30 h
 - 14.1 Announcements
 - 14.2 Document list update
 - 14.3 Agenda adjustments
- 15 Reports from subgroups
 - 15.1 TGd
 - 15.2 Regulations
 - 15.3 Study group Enhanced MAC

Agenda, Thursday, 2

- 16 Unfinished Business
 - 16.1 Output documents
 - 16.2 Next meeting
 - Objectives for next meeting
 - Mailing dates as soon as possible, weekly uploads, as the need arises in diskette format for those that asked.
 - 16.3 Other interim meetings required
- 17 New Business
- 18 Closure 17:00 h

Future Meeting Schedule

- 1999
 - November 8-12 - Hyatt Regency, Kauai, Koloa, HI, Plenary
- 2000
 - January 10-14 - Tel Aviv, Israel, Interim (Breezecom)
 - March 6-10 - Hyatt Regency, Albuquerque, NM, Plenary
 - May 8-12 - Renaissance Madison Hotel, Seattle, WA (Boeing)
 - July 10-14 - Hyatt Regency La Jolla, San Diego, CA, Plenary
 - ?Sept 18-22 - Memphis, TN (FedEx)?
 - November 6-10 - Hyatt Regency, Tampa, FL

1. Opening (detailed)

- 1.0 Secretary, Dave Skellern
- Documentation manager, “Volunteer ?”
- Attendance book manager, “Volunteer ?”
- 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 “or why you are here”

1.2 Voting rights

- 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, 2

- 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
- Current status:
 - 92 Voting members
 - 17 Nearly Voting members
 - 63 Aspirant Voting members

1.3 Attendance list, Registration

- Attendance has to be recorded for voting membership registration
- Attendance Record Book guarded by “Volunteer ?”
- He/she signs for chair and / or presenter
- Hands it to the first person attending and waits to see that the person signs quickly (on his own spot) and verifies that he hands it to the person’s neighbor
- That person is then responsible for the next person signing quickly (on his own spot) and verifying that he hands it to that person’s neighbor
- The last person hands the book back to Attendance Book Manager or to the chair of the meeting

1.3 Attendance list, 2

Mon AM	Tue AM	Wed AM	Thu AM	Remark 1
Mon PM	Tue PM	Wed PM	Thu PM	Remark 2
Mon eve	Tue eve	Wed eve		LB1 X LB2 OK

- - 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.
- - Only sign in the box designated with the applicable day and part of the day, AM/PM/Eve
- - Never sign ahead

1.3 Attendance list, 3

- Check e-mail addresses
 - some addresses have been struck, or have a \$-sign added to the right
 - those received 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 me know

1.3 Registration

- Conference fee has to be paid through the registration desk
- Failure to pay causes loss of credit for voting rights and letters to be written

1.4 Logistics (breaks, lunch, printing)

- Continental Breakfast
 - only for registered attendees
- Coffee breaks 10 AM and 3 PM
- Lunch noon-- 1:00 PM

1.4 Logistics (documentation)

- Dissemination of documentation in electronic format only,
 - a) per 802.11 network,
 - b) via flash memory card.
- Because of early distribution we need to have the submissions adhere to the rules
- Mandatory use of templates for documents
- Need to be available on network a meeting before agenda item!

1.5 IEEE Patent Policy

- If you know about patents or patent applications that are (or may be) required to implement the standards, make it known to the Working Group, so the Chair can send out letters to request the IP statements

1.5 IEEE Patent Policy

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

1.5 IEEE patent Policy

- If you know about patents or patent applications that are (or may be) required to implement the standards, make it known to the Working Group, so the Chair can send out letters to request the IP statements

1.6 Individual and 1.7 Anti-Trust

- 1.6 Individual membership
 - In IEEE standards meetings, membership is by individual, hence you do not represent a company or organisation.
- 1.7 Anti-Trust laws
 - The Anti-Trust laws forbid the discussion of prices.

1.8 Copyrights

- If you know of copyrighted or proprietary material that would go in the standard as we have drafts now, please let the group know so the Chair has the opportunity to request release statements
- Standards Publication shall constitute a "work made for hire" as defined by the Copyright Act: IEEE owns the copyright of the standards publicatin.

1.9 Other announcements

- 1.9.1 Volunteers needed for Thursday evening to prepare mailing.
- 1.9.2 Register for 802.15 ballot pool
 - 802.15 is forming a ballot group for their first standard shortly
 - will be sent to members of the 802.15 ballot pool (as well as all participants in recent 802.x sponsor ballots)
 - if you want to join the ballot group, you need to be an IEEE and SA member **OR** pay US\$ 200.--

1.9 Other announcements

- 1.9.2 IEEE Std 802.11b seems to have a problem with the MIB that was not caught by the balloters
- May cause the termination of the publication

1.9 Other announcements

- 1.9.3 Awards for 802.11rev
- Darwin Engwer
- Henri Moelard
- Johnny Zweig
- Rick Ozer
- Ronald Brockman