

Accredited Standards Committee C63[®]
Electromagnetic Compatibility

SUBCOMMITTEE 2 – E3 Terminology Definitions

Wednesday, 04 May 2011, 1400 – 1450
ETS Lindgren
Cedar Park, TX

1. **Call to Order**: Mr. Marcus Shellman, SC2 Chairman, called the meeting to order.
 - 1.1. **Opening Remarks**: The chairman welcomed everyone to the meeting.
 - 1.2. **Self-Introductions**: Introductions were conducted by the SC2 members and meeting participants. The meeting roster is provided in Attachment 1.
2. **Review and Adoption of Agenda**. The agenda was approved without changes. See Attachment 2.
3. **IEEE Patent Policy**. The chairman reviewed the standard IEEE Patent Policy as required.
4. **Review and Adoption of Minutes of Previous Meeting**. The chairman called for a review of the 27 October 2010 meeting minutes from the meeting held at SAE Headquarters, Troy, MI. No changes were noted and the minutes were approved. The minutes will be forwarded to Mr. Chris Dilay, Ed Hare and Ms. Shannon Archambeault for posting onto the ASC C63[®] website.
5. **Action Item Review**. The chairman called for a review of the action items from the previous meeting. He noted that the chairmen from SC1 and SC8 had provided lists of the definitions used in their respective standards. There was discussion of the need to obtain responses from those SC chairs that have not yet complied.
6. **Membership Review**. The membership roster was reviewed. The chairman noted that Dave Southworth, SC2 vice chair has retired and will no longer be active on the subcommittee. The chairman addressed the need for a replacement. Ms. Janet O'Neil volunteered for the position of Vice Chair. The chairman subsequently proposed a motion for acceptance which passed by vote as follows: 7 for, 3 abstentions, and 0 against. Those in abstention feel that to maintain consistent policy, only an SC 2 member can be voted in as vice chair. Ed Hare will remove Mr. Southworth from the roster.
7. **Working Group 1 Report**:
 - 7.1. **Status of the ASC 63.14 PINS**: Mr. Shellman reported that Mr. Kipness confirmed that the PINS was approved.

7.2. New Definition Development: Mr. Shellman reported that new and revised definitions had been sent out to the committee for review. Responses received from committee members were shown and definition updates for the following terms discussed:

- “Broadband”
- “Standard”
- “Recommended Practices”
- “Specification”

7.2.1. The variety of definitions associated with the term “broadband” became a significant topic of discussion, the consensus being that the need exists for context to be addressed for the each usage. With regard to the 2010 update of the FCC definition (4Mb/s), it was argued that the formal source for the definition should be stated in C63.14.

7.2.2. Mr. Hodes stated that he has specific issues with the definition of “specification,” to clarify the distinction and avoid confusion with the definition of “standard.” He also noted that he had not received the updated definitions for review, an oversight acknowledged by the chairman.

7.2.3. Mr. Shellman will make updates to the definitions based on SC2 meeting discussion and will ensure distribution to the full committee, as well as Working Group 1, for review.

7.3. Definitions from Existing, Published and Draft C63[®] Standards: Mr. Shellman reported the status of the action to subcommittee chairs to provide definitions used in their existing or planned standards to subcommittee 2, for coordination with C63.14. He noted that responses for the majority of publications were provided by SC1, Mr. Camell and SC8, Mr. DeLisi, who provided definitions from: C63.2, C63.4, C63.5, C63.6, C63.10, C63.19, and C63.22. WG1 will update the draft with definitions from these standards. There was discussion about how to address those subcommittees who have not yet responded to the action. It was decided, however, that reporting on progress during the SC2 report at the C63[®] main meeting would be sufficient.

7.4. Development of a Glossary of Terms: Mr. Shellman addressed establishment of a glossary of terms based on EMC definitions used internationally that are not addressed in C63.14. He detailed a proposed methodology for using the IEC 60050, “International Electrotechnical Vocabulary (IEV)” harmonization matrix developed by Mr. Southworth, as the basis for identifying terms to go into the glossary. The desired final form the glossary became a topic of discussion. Dr. Showers, who originally proposed the development, had relayed his opinion to the chairman that the glossary should be a separate document from C63.14. After discussion, however, subcommittee members voted in the affirmative, on a motion by Mr Hare, to make the glossary an “Informative Annex” to C63.14. Subcommittee members also agreed with the chairman’s recommendation that any harmonization of terms be undertaken on a case by case basis.

8. **Old Business:**

8.1. **Attribution Process** - The draft “ASC C63[®] Attribution Process” White Paper was discussed. Mr. Heirman provided an overview of attribution guidelines.

8.2. **Website Status** - Mr. Shellman reported that Mr. Dilay has updated the SC2 Website. Mr. Hare stated that he will review the Web page and inform the chairman if any additional updates are needed.

9. **New Business:** A Summary Report updating SC2 activities will be prepared and submitted to Mr. Warren Kesselmann for inclusion into the next C63 Newsletter.

10. **Action Item Review:** SC2 members are to review and provide recommendations for the definitions currently under consideration. Recommendations due by Friday, August 05, 2011.

11. **Next Meeting:** The next SC-2 meeting is tentatively scheduled for 2:00 PM on Wednesday, October 05, 2011. The next ASC C63[®] Parent Committee Meeting will be held Thursday, May 06, 2011 at 8:30 AM in Lincroft, New Jersey.

12. **Adjournment:** The SC2 meeting was successfully completed as scheduled. The chairman adjourned the meeting at 1455.

Attachment 1

SC-2 Meeting Attendance List (April 21, 2010)
IEEE Headquarters
Piscataway, NJ

NAME	TITLE
Marcus Shellman	Chair, SC2
Bob DeLisi	Chair, SC8
Steve Whitesell	Observer
Bob Hofmann	Member
Dennis Camell	Chair, SC1
Ralph Showers	Member
Dheena Moongilan	Observer
Randy Long	Observer
Victor Kuczynski	Chair, SC6
Janet O'Neil	Observer
Don Heirman	ASC C63® Chair
Ed Hare	Chair, SC5
Jeffrey L. Silberberg	Observer
Richard Worley	Observer
Dan Hoolihan	Vice-Chair, ASC C63®
Michael Duncanson	Member (Pending)
Jerry Ramie	C63 Secretary

Attachment 2

ANSI ACCREDITED STANDARDS COMMITTEE C63®
ELECTROMAGNETIC COMPATIBILITY
SUBCOMMITTEE 2 – E3 Terminology Definitions

SC 2 Meeting Draft Agenda for 21 April 2010

Wednesday, 2:00 PM - 2:50 PM

- 1. Call to Order and Opening Statement – Chair**
- 2. Self-Introductions - All**
- 3. Review and Approval of Agenda – Chair**
- 4. Review and Approval of Previous Meeting Minutes - [Chair](#)**
 - 4.1. [Copyright Statement](#)
- 5. SC2 Membership Review – Secretary**
 - 5.1. Attendance Records
 - 5.2. New Membership Approvals
- 6. Working Group 1 Report – Chair**
 - 6.1. New SC2 Scope Statement
 - 6.2. [C63.14-2009 Draft PINS \(5-Year Review\)](#)
 - 6.3. New Definition Development
 - 6.4. IEV Definition Comparison - All
- 7. Old Business – Secretary**
 - 7.1. [Attribution Process White Paper](#) – Vice Chair
 - 7.2. Website Status – SC2 Coordinator
- 8. New Business – Chair**
 - 8.1. C63 Newsletter Input
- 9. Action Item Review - Secretary**
- 10. Adjournment**

SC2 Chair: Marcus Shellman, Jr., marcus.shellman@jsc.mil
SC2 Vice Chair: Dave Southworth, d.southworth@ieee.org
SC2 Secretary: Mike Duncanson, Michael.Duncanson@jsc-eses.com
SC2 Web Coordinator: Chris Dilay, chris.dilay@navy.mil

Attachment 3

SC2 Membership List

Chairman – Marcus Shellman
ASC C63[®] / SC2 Membership Roster

NAME	TITLE
Mr. Marcus Shellman	Chair, SC2
Ms. Janet O'Neil	Vice-Chair, SC2
Mr. Michael Duncanson	Secretary, SC2
Mr. Chris Dilay	Web Coordinator, SC2
Mr. Don Heirman	Chair, C63 [®]
Mr. Dan Hoolihan	Vice-Chair, C63 [®]
Mr. Dennis Camell	Chair, SC1
Mr. Colin Brench	Vice-Chair, SC1
Mr. Poul Anderson	Chair, SC3
Mr. Steve Whitesell	Chair, SC5
Mr. Victor Kuczynski	Chair, SC6
Mr. Stephen Berger	Chair, SC7
Mr. Bob DeLisi	Chair, SC8
Mr. Ed Hare	Web Coordinator, C63
Mr. Ralph Showers	Member
Mr. Bob Hofmann	Member
Mr. Harry Hodes	Member
Mr. Joe Snyder	Member
Mr. Steve Koster	Member
Mr. Jerry Ramie	Member
Mr. Dave Schaefer	Member