

Accredited Standards Committee C63[®]
Electromagnetic Compatibility

SUBCOMMITTEE 2 – E3 Terminology Definitions

Tuesday, 03 October 2012, 1500 – 1700
Hilton, Costa Mesa
Orange County, CA

1. **Call to Order.** Ms. Janet O’Neil, SC2 Vice-Chairman, called the meeting to order. She announced that the Chairman, Mr. Shellman was unable to attend the meeting.
 - 1.1. **Opening Remarks:** The vice-chairman welcomed everyone to the meeting.
 - 1.2. **Self-Introductions:** The vice-chairman requested introductions from SC2 members and meeting participants. Meeting participants are identified in Attachment 1.
2. **Review and Adoption of Agenda.** The agenda was approved without changes. See Attachment 2.
3. **IEEE Patent Policy.** The standard IEEE Patent Policy was reviewed as required.
4. **Attendance Fee Slides.** All SC2 members were found to be in good standing.
5. **Membership Review.**
 - 5.1. The SC2 membership list that was approved at the last meeting was presented. No members were found to be at risk. The membership list was approved with no changes. The list appears in attachment 3.
 - 5.2. There was a motion from Mr. Dilay that Mr. Southworth becomes a member of SC2, under membership of the Space and Naval Warfare Systems Command (SPAWAR) Systems Center (SSC). The motion passed by voice vote.
6. **Review and Adoption of Minutes of Previous Meeting.** The vice-chairman called for a review of the SC2 meeting minutes for the meeting held at IEEE Headquarters, Piscataway, NJ on 17 April 2012. The minutes were approved without changes. The minutes will be forwarded to Mr. Ed Hare for posting onto the ASC C63[®] website.
7. **Working Group 1 Report.**

7.1. Goal: Mr. Southworth provided the WG1 report, stating at the outset that the goal of WG 1 efforts is to complete the 5 year review of ANSI C63.14 and publish the updated standard in 2014.

7.1.1. Mr. Southworth presented an updated schedule for publication of ANSI C63.14. A detailed discussion ensued regarding the editorial and coordination process for the document. The updated schedule is included as in Attachment 4. The projected publication date for ANSI C63.14-2014 is August 2014

7.1.1.1. The SC2 established October 2013 as the cutoff date for considering new definitions for the 2014 publication date, to allow ample time for adjudication and balloting. Furthermore, ANSI C63 draft standards sourced for new terms/definitions must be also be published by this date to be considered for inclusion.

7.1.1.2. ANSI 63 standards C63.8, C63.10, C63.19, C63.23, and C63.24 were identified as likely to be published within the established timeframe for cutoff of draft ASC C63.14-2014. Members noted that they provided definitions from their respective subcommittees to Mr. Shellman for consideration.

7.1.2. Action Item Review.

7.1.2.1. Mr. Southworth addressed the status of definitions for, “in-situ,” and “on-site,” assigned to Mr. Silberberg, who provided the definitions at the meeting along with definitions for “in-situ test,” and “on-site test,” as well. These terms will be used in draft C63.18. However, due to delay in the anticipated publication of the standard, well beyond the Oct 2013 meeting cutoff, inclusion of the definitions will be tabled for now. During meeting discussion, Mr. Silberberg pointed out the distinction in the definitions of particular importance to the medical device community. He explained that whereas in most situations the two basic terms may be used synonymously, “in-situ,” to the medical community, refers to a test conducted with the system under test in the actual equipment installation, as opposed to being moved to another location “onsite,” likely a quiet environment, for testing.

7.1.2.2. Mr. Southworth displayed the status of definitions under development, noting the lack of responses from SC2 members to the action item comment forms distributed for review. Definitions for “Broadband Device,” “Recommended Practice,” and several others have not yet been finalized. He reiterated the process for new definitions from the chart presented at the last meeting, in response to a question about the scope of sources for new definitions. He urged members to respond to the action item to complete and return comment forms for new and modified definitions, to be redistributed for review and comment in advance of the next meeting.

7.1.2.3. Mr. Southworth provided an overview of findings in connection with his assigned action to review military standards issued within the last five years for pertinent EMC terms and definitions for inclusion into the C63.14 draft. He

displayed the standards and their definitions in spreadsheet form. Using MIL-STD-1310H as an example, he discussed some of the terms suggested for inclusion. Suggested military terms and definitions will be addressed at the upcoming meeting in the spring. Mr. Heirman noted that the military standards were displayed without the full titles included. He recommended that the titles be added to avoid confusion and help subcommittee members discern the context of proposed definitions. Mr. Southworth took an action to add full titles to the standards prior to distribution to subcommittee members for review.

7.1.3. Mr. Southworth displayed draft ANSI C63.14-20XX of 8/22/2012. He discussed the status of the document and noted that some terms from draft C63 standards have been prematurely incorporated. New additions to the draft of terms obtained from the other subcommittee chairs must adhere to the established publication date criteria. Accordingly, the C63.14 draft will be updated to remove pending terms and definitions until publication of the associated draft standard. Several SC2 members stated they had not received a copy of the draft distributed to SC2 members prior to the meeting. The chairman will check the SC2 listserv to ensure all email addresses are current.

7.1.4. Mr. Southworth reiterated the action for subcommittee chairs to continue to provide terms and definitions used in their draft standards to the SC2 chairman. He also made a special request for C63 standards published since 2009.

7.1.5. Mr. Southworth presented the status of and opened discussion on conclusion of the Informative Annex, which based on IEC 60050, "International Electrotechnical Vocabulary (IEV)," will provide comparable EMC terms used internationally that are not addressed in C63.14. He noted that Annex B has been drafted. The Annex will refer to the applicable terms and provide hyperlinks to the IEV document, for definitions. He reiterated the established rule that IEV definitions will not appear in C63.14 unless the related term is used in a C63, or DoD standard. With regard to the hyperlinks to be provided for definitions, Mr. Heirman noted that some the IEV terms may be password protected. He urged the chairman to ensure that the hyperlink(s) will be directed to open sections of the document to ensure access to definitions.

8. **Status of the SC2 Website.**

Mr. Dilay presented the SC2 website, noting that all areas have updated through the last meeting and will be updated again after the current meeting. The website was well received by SC2 members who favorably commented on the content and functionality. There was some discussion about C63.8 2000, "Compendium of EMC Standards," as it appears under the heading of, "Historical References," since this standard was a draft that was never published. It was determined that the entry should be updated to clearly identify the status of the document.

9. **Old Business.**

No Old Business.

10. **New Business**. Dr. Showers requested to be on the SC2 membership list as a WG1 member.

11. **Action item review**

11.1. Subcommittee Chairs to provide to the SC2 Chair, terms and definitions from all C63 standards published since 2009.

11.2. Subcommittee Chairs to provide to the SC2 Chair, terms and definitions from draft standards scheduled to be published prior to October 2013.

11.3. Mr Dilay to update the SC2 web site for historical C63.8 Compendium (historical, not published, number not formally assigned).

11.4. SC2 members to review MIL-STD definitions for discussion at next meeting.

11.5. SC2 Chair to put titles of MIL-STDs on presentation prior to distribution to SC2 members for review.

11.6. SC2 members to review the new definitions discussed in paragraph 7.1.2.2. and email recommendations to SC 2 Chair.

11.7. SC2 Chair to remove from the C63.14 draft, new terms and definitions sourced from C63 draft standards.

11.8. SC2 Chair to check email addresses of SC2 members and send test email to list server.

12. **Next Meeting**. The next SC2 meeting is tentatively scheduled for 2:00 PM on Wednesday, May 8th 2013. The next ASC C63[®] Parent Committee Meeting will be held Thursday, May 9th, 2013 at 8:30 AM at the IEEE Operations Bldg., Piscataway, NJ.

13. **Adjournment**. The SC2 meeting was successfully completed as scheduled. The vice-chairman adjourned the meeting at 1630.

Attachment 1

**SC2 Meeting Attendance List (October 3, 2012)
Hilton Orange County/Costa Mesa, Ca.**

NAME	TITLE
Janet O'Neil	Vice Chair, SC2
Michael Duncanson	Secretary, SC2
Chris Dilay	Web Coordinator, SC2
Dave Southworth	Member
Ralph Showers	Member
Dan Hoolihan	ASC C63® Chair
Ed Hare	Vice Chair, SC5
Victor Kuczynski	Chair, SC6
Don Heirman	Member
Poul Anderson	Chair, SC3
Jerry Ramie	C63 Secretary
Steve Whitesell	Chair, SC5
Bob Delisi	Chair, SC8
Dennis Camell	Chair, SC1
Harry Hodes	Member
Andy Griffin	Observer
Jeffrey Silberberg	Observer
Randy Long	Observer
Pat Roder	IEEE Secretary

Attachment 2

ANSI Accredited Standards Committee C63?

Electromagnetic Compatibility

Subcommittee2 – E3 Terminology Definitions

SC 2 Meeting Draft Agenda for 3 October 2012

Hilton Orange County/Costa Mesa Hotel, Costa Mesa, CA 92626

Wednesday, 3:00 PM - 5:00 PM

- 1. Call to Order: (Chair)**
 - 1.1 Opening remarks and Announcements: (Chair)**
 - 1.2 Meeting logistics announcements: (Host: Dan Hoolihan)**
 - 1.3 Introductions: (Secretary)**
- 2 Approval of the Agenda: (Secretary)**
- 3 Presentation of [patent slides](#): (Secretary)**
- 4 Presentation of [meeting attendance](#) fee slides: (Secretary)**
- 5 Approval of minutes of previous meeting: (Secretary)**
- 6 Review of [Subcommittee Membership](#): (Chair)**
(See last [meeting minutes, paragraph 5](#), for latest membership update)
 - 6.1 Review of membership – members at risk**
 - 6.2 Consideration of new members**
- 7 Working Group 1 report.**
 - 7.1 C63.14: Definitions**
Subcommittee 2 Chair: ([Marcus Shellman](#))
Working Group Chair: ([Marcus Shellman](#))
Status: Published standard. Revisions continuous as needed.
 - 7.1.1 ANSI C63.14-20XX Draft of 8/22/2011: (Chair)**
(See last meeting minutes, paragraph 6.2, for new definitions added)
(Old related action items: See paragraph 9 of minutes)
 - 7.1.2 New Definition Development (Acceptance voting results and status)**
 - 7.1.3 List of definitions in existing published and final draft C63[®] standards (Sub Committee Chairs/Members)**
 - 7.1.4 Discussion of Informative Annex**

8 Other Old Business: (Chair)

8.1 C63.org website: Web Content Manager (Chris Dilay)

8.2 Definitions for “in-situ” and “on-site”(Mr. Silberberg)

9 New Business: (Chair)

9.1 C63 Newsletter Input

10 Review status of open action items from this and previous meetings: (Secretary)

11 Time and place of next meeting: (Chair)

12 Closing remarks and Adjournment: (Chair)

SC2 Chair: Marcus Shellman, Jr., marcus.shellman@disa.mil

SC2 Vice Chair: Janet O’Neil, j.n.oneil@ieee.org

SC2 Secretary: Mike Duncanson, michael.duncanson@exelisinc.com

SC2 Web Coordinator: Chris Dilay, chris.dilay@navy.mil

Attachment 3

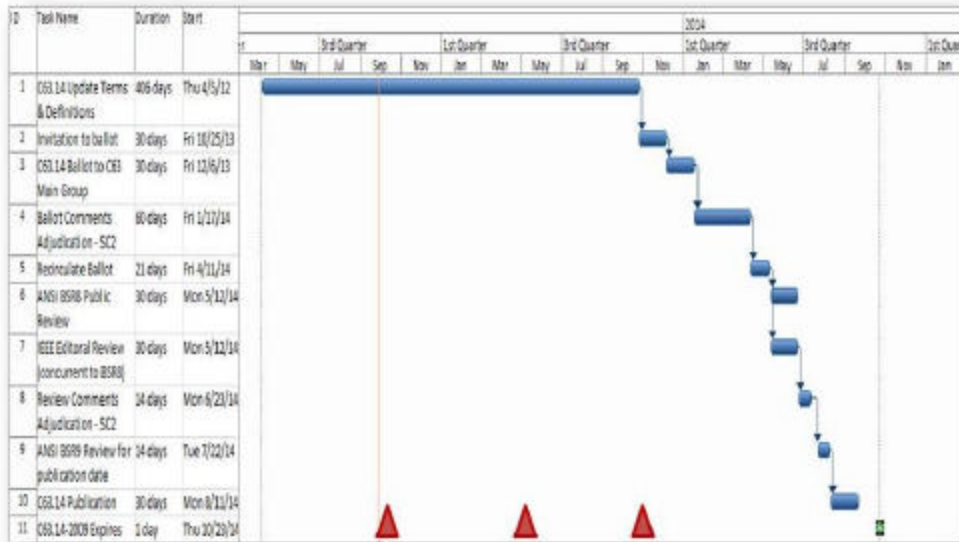
SC2 Membership List

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

NAME	TITLE
Mr. Marcus Shellman	Chair, SC2 (WG1)
Ms. Janet O’Neil	Vice-Chair, SC2
Mr. Michael Duncanson	Secretary, SC2 (WG1)
Mr. Chris Dilay	Web Coordinator, SC2 (WG1)
Mr. Don Heirman	Chair, C63 [®]
Mr. Dan Hoolihan	Vice-Chair, C63 [®]
Mr. Dennis Camell	Chair, SC1
Mr. Poul Anderson	Chair, SC3
Mr. Ed Hare	Web Master, C63 [®]
Mr. Steve Whitesell	Chair, SC5
Mr. Victor Kuczynski	Chair, SC6
Mr. Stephen Berger	Chair, SC7
Mr. Bob DeLisi	Chair, SC8
Dr. Ralph Showers	Member
Mr. Bob Hofmann	Member
Mr. Harry Hodes	Member, WG1
Mr. Steve Koster	Member, WG1
Mr. Jerry Ramie	Member, WG1
Mr. Dave Schaefer	Member, WG1
Mr. Joe Snyder	Member, WG1

Attachment 4

5-Year Update Schedule



10/3/2012

This meeting date

SC2 Meetings = ▲

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