

Accredited Standards Committee C63[®]
Electromagnetic Compatibility

SUBCOMMITTEE 2 – E3 Terminology Definitions

Wednesday, 21 April 2010, 1400 – 1445
IEEE Headquarters
Piscataway, NJ

1. Call to Order:
 - 1.1. Opening comments: Mr. Marcus Shellman, SC2 Chairman, called the meeting to order.
2. Self introduction of participants: Participants are identified in Attachment 1.
3. Review and Adoption of Agenda:
 - 3.1. The agenda was approved without changes. See Attachment 3.
 - 3.2. The chairman reviewed the standard IEEE Patent Policy as required.
4. Review and Adoption of Minutes of Previous Meeting:

The SC2 meeting minutes from October 2009, held at NIST, Boulder, Co. were reviewed and approved. The minutes will be forwarded to Mr. Chris Dilay and Ms. Shannon Archambeault for posting onto the ASC C63[®] website.
5. Membership Review
 - 5.1. The membership roster was reviewed. The chairman noted that the previous SC2 Secretary will continue as a member, but will no longer be travelling to the meetings.
 - 5.2. Mr. Michael Duncanson was nominated for membership and to fill the position of SC2 secretary. His nomination was unanimously approved by SC2, pending receipt of the formally required documentation for membership, and will require confirmation by the C63[®] main meeting on 22 April 2010.
 - 5.3. The proposed revised SC2 membership is shown in Attachment 2.
6. Working Group Report:
 - 6.1. Review of the revised Scope:
 - 6.1.1 Subcommittee members reviewed and discussed the wording of the revised Scope. Minor changes to the wording were recommended.
 - 6.1.2. The Scope was voted on and approved with recommended changes.

6.2. ANSI C63.14 Update:

- 6.2.1 Subcommittee members reviewed and discussed the wording of the C63.14-2014 Draft PINS.
- 6.2.2 The Draft PINS was voted on and approved with a recommended change to section 5.0.

6.3. Terms / Definitions:

- 6.3.1 Mr. Shellman provided the status of the effort to develop new definitions. Currently under consideration are the terms “Broadband System,” and “Standard.”
- 6.3.2 Mr. Shellman indicated that the definitions are still under development. He noted that there are currently three variations for the definition of “Standard” under consideration.
- 6.3.3 He proposed a new action for SC2 members to review and provide recommendations for the definitions. A 1 June suspense date was decided upon for member recommendations.
- 6.3.4 Mr. Hodes noted widespread confusion in commercial industry concerning the distinction in terminology between a “standard,” and a “specification.” He recommended that “specification” be added to the list of new definitions for development, with a goal of making the distinction between the two terms clear. It was agreed that the definition for “specification” will be added to the list of definitions in C63.14.
- 6.3.5 Mr. Heirman addressed the need for coordination between all subcommittees and SC2, to track definitions for terminology used in all C63[®] standards. He proposed an action item for all subcommittee chairs to provide definitions used in their standards, or draft standards to SC2. Mr. Shellman will draft the action item and send to all subcommittee chairs.
- 6.3.6 Mr. Heirman took an action to develop a template for asking permission for C63[®] use of definitions from copyrighted sources.

7. Old Business:

- 7.1. Attribution Process - Mr. Southworth has completed the action to draft a White Paper on the C63.14 Attribution Process. Mr. Snyder will forward to the C63[®] Secretary along with the draft PINS.
- 7.2. Website Status - Mr. Shellman reported that the SC2 Website is up to date. He noted that Mr. Dilay will send out a link to the site and a password to SC2 members for access.
- 7.3. IEV Harmonization - Mr. Shellman reported that he had responded not to accept Mr. Anderson’s (SC3) proposal to merge C63.14 with the International Electrotechnical Vocabulary. He cited several reasons in his rationale for rejection of the proposal, chief among them being the fact that C63.14 is referenced by DoD standards. He indicated he has not yet received a response from Mr. Anderson.

8. New Business:
A summary report announcing SC2 initiation of the 5 year revision of C63.14 (due in 2014) has been sent to Warren Kesselman to be published in the ANSI ASC C63[®] Newsletter.
9. Action Item Review:
 - 9.1. SC2 members to review and provide recommendations for the definitions currently under consideration. Recommendations due by 1 June 2010.
 - 9.2. Mr. Shellman to add, "Specification" to the list of C63.14 definitions for review, to ensure clarity of the distinction between a "standard" and a "specification."
 - 9.3. Mr. Shellman to draft an action item for all subcommittee chairs to provide a list of all definitions used in their standards, or draft standards, to ensure consistency with C63.14.
 - 9.4. Mr. Heirman to draft a template for asking permission for C63[®] use of definitions from copyrighted sources.
 - 9.5. Mr. Dilay will arrange for the following data to be uploaded to the C63[®] web site in concert with Ms. Shannon Archambeault to include:
 - The approved membership roster
 - The approved draft PINS
 - The approved SC2 Scope
 - The draft minutes of this meeting and notify members of posting.
10. Next Meeting: The next SC-2 meeting is tentatively scheduled for 8:00 AM on Wednesday, October 21, 2010. The next ASC C63[®] Parent Committee Meeting will be held Thursday, October 22, 2010 at SAE Headquarters in Troy Michigan.
11. 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
Colin Brench	Vice-Chair, SC1
Steve Whitesell	Observer
Bob Hofmann	Member
Harry H. Hodes	Observer
Dennis Camell	Chair, SC1
Steve Koster	Observer
Ralph Showers	Member
David Schaefer	Observer
David Zimmerman	Observer
Dheena Moongilan	Observer
Randy Long	Observer
Victor Kuczynski	Chair, SC6
Adam Gouker	Guest
Janet O'Neil	Observer
Bill Hurst	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)

Attachment 2

SC2 Membership List

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

NAME	TITLE
Marcus Shellman	Chair, SC2
Dave Southworth	Vice-Chair, SC2
Vacant	Secretary, SC2
Chris Dilay	Web Coordinator, SC2
Don Heirman	Chair, C63 [®]
Dan Hoolihan	Vice-Chair, C63 [®]
Dennis Camell	Chair, SC1
Colin Brench	Vice-Chair, SC1
Poul Anderson	Chair, SC3
Ed Hare	Chair, SC5
Victor Kuczynski	Chair, SC6
Stephen Berger	Chair, SC7
Bob DeLisi	Chair, SC8
Ralph Showers	Member
Bob Hofmann	Member

Attachment 3

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
5. Membership Review – Secretary
 - 5.1. Attendance Records – Members at Risk
 - 5.2. New Membership Approvals
6. Working Group Report – Chair
 - 6.1. WG 1 (ANSI C63.14 Maintenance of Terms and Definitions)
 - 6.1.1 C63.14 Status (ANSI C63.14-2009 published)
 - 6.1.1 Next update due Oct 2014 (5 years)
 - 6.1.2 C63.14 Maintenance –
 - 6.1.1 Keep a Running Draft Based on New or Changed Definitions
 - 6.1.2 Definitions of “Broadband” and “Standard”
 - 6.1.3 Review IEV terms and definitions for application to C63.14
7. Web Site Status – SC 2 Website Coordinator
8. Old Business – Secretary
 - 8.1 New PINS
 - 8.2 C63.14 Attribution Process White Paper (applicable to C63 standardization)
9. New Business – Chair

10. Action Item Review - Secretary

11. Time and Place of Next Meeting

12. Adjournment – 1450

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

SC2 Vice Chair: Dave Southworth, d.southworth@ieee.org

SC2 Secretary: vacant

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