

IEEE LTSC CMI Meeting Minutes

June 18, 2010

Attendees:

Avron Barr
Frank Polster
Jonathan Poltrack
Scott Lewis
Tyde Richards (convener)

Discussions:

We discussed the requirements for producing an amendment with the previously agreed upon set of data elements, reviewing the structure of the current 1484.11.1 standard. Several action items came out of the meeting.

1. Add an identifier of type long identifier to comment type
2. Add an attempt number type of type integer with range > 0 or 1, TBD
3. Add an attempt number to content object communication and interaction type

Scott will contact the IEEE SA on the proper structure of an amendment document.

Tyde will contact a ISO 11404 expert on proper way to represent an integer data type with a range > 0 or 1.

The LETSI RTWS project will be contacted on the initial value of an attempt number, 0 or 1.

Jono will work on producing the text for the added data elements.

We need to determine if we need a SPM for attempt number. We need to determine if an explanation of the integer type for attempt number should be added to Appendix B.

Next Meeting:

25 June 2010
11am - 12pm EST

Skype phone: +9900827049304412
US 201-793-9022 + access code 9304412

Eduworks Connect information:
<http://eduworks.com/discuss>
Log in as a guest with your name.

Proposed Agenda Topics

- We will continue work on the 1484.11.1 amendment
- We will discuss a possible telecon in July to confirm the amended data element set with the AICC, ADL and the LETSI RTWS project.
- We will discuss any WG11 input for the LETSI Technical Roadmap call on July 6



- We will discuss/plan nominations/elections for WG11 officers (see appended section 6.2 for procedure)

6.2 Election of officers

The Chair or sponsor designee shall appoint an elections processor, whose function is to conduct an election. The elections processor shall not be a nominee in the election and shall not vote in the election. An election will seek to fill offices that are either vacant, have an official in temporary appointment, or when the term of office has expired.

The working group members shall nominate to the elections processor one or more members for each office to be filled at the election. Nominees shall be eligible to hold the office for which they are elected. A member shall not run for more than one office at the same time. The response period for nominations shall be at least 14 calendar days. If no nomination is received for an office, a temporary appointment shall be made in accordance with 6.3.

The elections processor shall conduct the election by letter ballot, electronic ballot or a vote at a meeting. If the vote is conducted by letter ballot or electronic ballot, voting will conclude no sooner than after 14 calendar days. Voting shall be by "approval", whereby each balloter may cast one approval vote for each of any number of nominees for an office. The nominee with the greatest number of approval votes shall win the election, provided ballots are returned by a majority of the eligible voters for that election. If a majority of votes is not received, the ballot can be extended, or a new ballot will take place. Any tie votes will be broken by a runoff ballot, where eligible voters may cast only one vote in the election.

The Sponsor shall affirm the election of the Chair and Vice-Chair. If the sponsor does not affirm the Chair or Vice-Chair, another election will be run, or, the sponsor will make a temporary appointment per clause 6.3.