

Chair's Guidelines for Electronic Participation in Meetings

IEEE 802.3

MultiGigabit Automotive Ethernet PHY
Study Group Ad Hoc

Steven B. Carlson
Study Group Chair
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Background

- 802 and 802.3 rules now provide some guidelines for electronic participation in Task Force meetings
- These slides provide an overview of them
- In appropriate circumstances, electronic capabilities may be effective in advancing technical work and to facilitate generation of consensus.

General Requirements

1. When a face-to-face meeting is held, inclusion in that meeting of participants via electronic means is for the benefit of the committee, not for the benefit of a participant that didn't attend the meeting.
2. Teleconference participation is strictly at the discretion of the Task Force and Working Group Chair.
3. Electronic participation must carry no additional cost to the Working Group.
4. There is no obligation to provide teleconference, web meeting or other electronic participation as part of a face-to-face meeting.

Electronic participation in typical meetings

- Telephone participation has been found to be effective for a brief topic that requires input from specialist(s) who couldn't justify the travel to attend only for that topic, or could not participate in the meeting in person for medical reasons.
- For example, when processing an Maintenance Request experts from a completed project contribute to the discussion and resolution of the item or when receiving a liaison contribution from another SDO, an expert from that SDO can contribute to the presentation and discussion of the contribution.

Conditions for Electronic Participation

1. Consent for each individual is required from the Working Group Chair and as appropriate the Task Force Chair prior to the meeting.
2. Participation is only during that portion of the meeting where their expertise is required.
3. The individual cannot vote in the meeting and will not receive any attendance credit for the meeting.

Other issues (not part of the guidelines)

1. Remote presenters cannot make motions
2. Attendance – there is no attendance credit for Study Group out-of-cycle interims for any attendee

Questions?

- Any questions?
- For more information see:
- <http://ieee802.org/3/rules/guidelines.html>