

IEEE 802.3 Rules Closing Report

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Maintenance of Operations Manual (1/3)

- Procedure defined in the operations manual (see 2.7)
- Proposed changes must be received no later than the night before the WG opening plenary.
- Proposed improvements shall be in written form and should include:
 - a) The purpose, objective, or problem the proposed change is intended to address.
 - b) The specific text of the rule change and the rationale for the chosen text.
- If there are any proposed changes a meeting will be held to discuss the changes.

Maintenance of Operations Manual (2/3)

- Proposed changes shall be made available for pre-view by the membership by the Monday prior to the next plenary week.
- Announcement will be made at that WG opening plenary that a vote will be taken on the changes at the WG closing plenary.

Maintenance of Operations Manual (3/3)

- The operations manual can be changed by either:
 - a) A minimum 75% approval of the sum of attending WG voting members voting "Approve" or "Do Not Approve" taken at the WG closing plenary.
 - b) An affirmative WG letter ballot (see 2.6.2). A greater than 50% approval of the sum of attending WG voting members voting "Approve" or "Do Not Approve" is required for a change to be sent out for a WG letter ballot.

Proposed change 1-07/25

- The purpose, objective, or problem the proposed change is intended to address.

IEEE 802.3 Ethernet Working Group Operations Manual 2.2, Precedence of Operating Rules

“The rules governing WG functions, responsibilities of WG officers, WG membership, WG meetings, etc. are provided by the IEEE LMSC WG P&P [1] and the hierarchy of rules contained therein. These rules are included in this document by reference and are not reproduced here.”

Operation of subgroups (e.g., Task Forces, Study Groups) of the Working Group need to be consistent with the rules that govern the operation of the Working Group.

3.4 Operation of the Task Force and **3.4.3 Task Force Chair’s Responsibilities** include content that is already addressed by, and at times inconsistent with, requirements stated in the IEEE 802 LMSC Working Group Policies and Procedures.

4.4 Study Group Operation states that “Study groups follow the operating procedures for Task Forces specified above with the following exceptions.” As a result, these proposed changes address operation of Study Groups in a similar way.

Proposed change 1-07/25, continued

- The specific text of the rule change and the rationale for the chosen text.

3.4 Operation of the Task Force

The operation of the TF has to be balanced between democratic procedures that reflect the desires of the TF members and the TF Chair's responsibility to produce a draft standard, recommended practice, or guideline in a reasonable amount of time for review and approval by the WG. ~~Robert's Rules of Order shall be used in combination with these operating rules to achieve this balance.~~

The role of Robert's Rules of Order as a recommended guide on questions of parliamentary procedure is stated in the IEEE 802 LMSC Working Group Policies and Procedures 1.3

3.4.3 Task Force Chair's Responsibilities, item a)

Call meetings and issue a notice and agenda for each meeting ~~at least 30 days prior to the meeting.~~

Meeting notice requirements are specified in the IEEE 802 LMSC Working Group Policies and Procedures Clause 6. It includes requirements for both face-to-face and electronic meetings whereas the IEEE 802.3 Working Group Operations Manual does not.

Proposed change 1-07/25, continued

- The specific text of the rule change and the rationale, continued.

3.4.3 item c)

- a) Issue meeting minutes in accordance with the requirements stated in the IEEE 802 LMSC Working Group Policies and Procedures [1] with the exception of establishment of quorum and a report of items out of Executive Session.~~and important requested documents to members of the TF, the WG AG, and liaison groups. The meetings minutes are to include:~~
- ~~1) list of participants~~
 - ~~2) next meeting schedule~~
 - ~~3) agenda as revised at the start of the meeting~~
 - ~~4) voting record:~~
 - ~~i. resolution~~
 - ~~ii. mover and seconder~~
 - ~~iii. numeric results~~

Requirements for meeting minutes are specified in the IEEE 802 LMSC Working Group Policies and Procedures 6.4. There is no quorum requirement for subgroup meetings and subgroups do not meet in Executive Session.

Proposed change 1-07/25, continued

- The specific text of the rule change and the rationale, continued.

3.4.3 item e)

Maintain liaison with other organizations at the direction of the WG ~~AC or at the discretion of the TF Chair with the approval of the WG AC. All liaison and liaison statements shall be approved by the LMSC EC.~~

The text can be greatly simplified. Items requiring approval by the LMSC (“EC” is no longer used) are specified in the supervisory rules.

Remove last paragraph of 3.4.3

~~Sufficient detail shall be presented in the meeting minutes to allow a person knowledgeable of the activity, but not present at the discussion, to understand what was agreed to and why. Minutes shall be distributed within 45 days of the meeting to the attendees of the meeting, all TF participants and all liaison groups.~~

Requirements for meeting minutes, including time allowed for publication of the minutes, are specified in the IEEE 802 LMSC Working Group Policies and Procedures 6.4.

Motion

- Approve the proposed IEEE 802.3 rules change 1-07/25 without a 30-day WG letter ballot.
 - M: A. Healey S:
 - $\geq 75\%$ (by rule)