

Switchgear Committee

-Policy & Procedures

- St. Pete Beach, FL**
- May 1, 2012**
- Erin Spiewak**
- IEEE SA**

Agenda

- Current Approved P&P's
 - Vagueness & Interpretation of text
- Motion of Fall 2011 meeting
 - What did this change/mean?
- Delegation of authority to Subcommittee/WG
- 3 decisions
 - Approving a PAR
 - Submitting a PAR
 - Submitting a draft to ballot

Agenda Cont'd

■ Goal

- Reopen Discussion from Fall 2011 meeting
- Present information for a decision to be made Thursday at the Main Committee Meeting
 - Educate
 - Create dialogue throughout the rest of the week

Current Approved P&P's

- **“2.0 Responsibilities of the Switchgear Committee”**
- The Switchgear Committee shall be responsible for at least the following:
 - Developing proposed IEEE standards and ensuring that they are within the scope of the Switchgear Committee.
 - Initiating and overseeing ballots of proposed IEEE standards within its scope, including:
 1. **Approving PARs** from a subgroup or the Switchgear Committee
 2. **Submitting a proposed PAR** (Project Authorization Request) to the IEEE-SA Standards Board for consideration. Following approval of the PAR, the Sponsor shall submit necessary requests for extension, modification, or withdrawal of the PAR as required by the IEEE-SA Operations Manual
 3. **Submitting draft standards** from a subgroup or the Switchgear Committee to the Standards Association for Switchgear Committee ballot.”

Current Approved P&P's

- **“2.1.1 Sole sponsor responsibility/accountability**
- When the interest in a standard falls solely within the scope of the *Switchgear Committee*, the *Switchgear Committee* shall assume the responsibility, and be accountable for the standard. Each *Switchgear Committee* standards project(s) as well as each of the IEEE published standards that were developed within the *Switchgear Committee* is the responsibility of the *Switchgear Committee*.
- This development and maintenance of standards shall be accomplished as **defined within the clauses** of these Policies and Procedures.”

Recap of the Fall 2011 Main Committee Meeting

- A motion was made at the Main Switchgear Committee meeting to adopt a consent agenda process for reviewing and approving creation of PARs and the initiation of ballot process for Standards.
 - Motion passed unanimously
- What does this mean...

Main Committee/Consent Agenda

- Working Group Chair brings the request to SC Chair
- Subcommittee Chair brings the request to the Main Committee agenda and approvals are done via “Consent Agenda”
- Main Committee only meets twice a year
 - Could cause delay in development process
 - Working Group is best equipped to decide when a document is ready

Other Option: Delegation of Authority

- **Current P&P:**
- **7.2 Approval of moving a draft standard to Sponsor ballot**
- “Approval for moving a draft standard to Sponsor ballot, or approval of any substantive change in the scope of a standard proposed by a subgroup, shall be referred to the Switchgear Committee for approval. **The Switchgear Committee may delegate approval authority and form a subgroup for this purpose.** Approval to move a standard to Sponsor ballot from a subgroup requires a majority vote as defined in sub clause 7.1. This vote shall be limited to procedural issues and PAR alignment only.

Delegation of Authority

- Subcommittee is allowed to have tasks delegated to them
 - Need to have roles & responsibilities outlined in P&P's
 - Subcommittee is long established, and charter to take action and can delegate to WG
- Subcommittee and Working Group
 - Only voting members can vote
 - Must be IEEE-SA members

Delegation: What & Who?

- Delegation of tasks:
 - Approving PARs from a subgroup or the Switchgear Committee
 - Submitting the PAR to IEEE-SA for approval
 - Submitting draft standards
- 3 decisions to make
 - What stays at the Main Committee?
 - What goes to Subcommittee?
 - What is delegated to Working Group?

Where do we go from here...

- Further discussion at AdsCom
- Motion to rescind the former motion
 - Per Ted Burse's request this will be added to the Main Committee Agenda
 - Committee will be in a position to make a decision going forward
- Present the options today...

Option 1

- Option 1 – Take no action & make no changes
 - Continue with twice a year authorization for PARs, Balloting, via consent agenda at the Main Committee Level
 - Pros: Main Committee has say in ballots, PAR, etc
 - Cons: Main Committee only meets twice a year. Have to coordinate with SASB Deadline/Schedule

Option 2

- Option 2 – Rescind previous motion (consent agenda), entertain a new motion to make only the necessary changes to the P&P to eliminate conflicting terminology to allow delegation of authority to the SC and WG.

Option 3

- Option 3 – Rescind previous motion, and entertain new motion to modify the P&P's to correct all the current conflicts and document the delegations within

Option 2 vs. 3

- **Option 2** – Minor changes to the P&P. Delegation of authority is mandated in the motion and carried forward by the historical minutes of the Committee
 - Cons: Delegation of authority is within historical minutes, not readily/easily accessible
 - Concern of Appeal: Have to find minutes
 - Pros: Minimal changes to P&P. Wouldn't have to change P&P if decide to change process later

- **Option 3** – All of the delegation of authority is contained within the P&P, and the motion is to strictly change/update the P&P
 - Cons: Bigger modification to P&P
 - Pros: P&P is a complete documentation of how Committee functions.
 - No room for interpretations (Eliminates concern in the event of an appeal situation)

Questions ???

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