**DRAFT** Minutes -- ComSoc Industry Communities Board, Friday, March 18, 2018

The meeting came to order at 9:11 a.m. ET with a quorum.

The following agenda was approved:

1.      Call meeting to order - check quorum  
2.      Approve agenda  
3.      Introductions   
4.      Discuss goals for new term (2018-2019) - Results-Objectives-Actions framework

* 5G
* IoT
* SDN
* Marketing
* Awards

5.      Discuss ICC Meeting   
6.      Set next conference call and review action items   
7.      Adjourn

Board members and staff introduced themselves:

* Ian Wong, Director of the Industry Communities Board.
* Prosper Chemouil,  Co-Chair of the SDN Industry Community.
* Yang Yang, Co-chair of the 5G Industry Community.
* Stefano Galli, ComSoc Vice President of Industry and Standards Activities
* Chris Mayer, manager of the Industry Communities Board website
* Peter Mueller: Co-Chair of the SDN Industry Community.
* JaeSeung Song: Co-Chair of the IoT Industry Community.
* Frank Chang: Awards Chair.
* Adam Greenberg: Technical Activities & Industry Outreach Director, ComSoc staff.

Following introductions, the agenda was approved.

Stefano painted a vision for what he wants to see from Industry and Standards Activities during his term, including setting in motion efforts to make these communities more visible. Since we have three communities covering technologies that match existing initiatives, Stefano would like to see more interaction between ComSoc’s Industry Communities and those initiatives. The goal is to take on activities that make sense (propose workshops, panels, etc.), and get volunteers in those activities to gravitate toward ComSoc.

Ian noted that the prior term was dedicated to formation, as Industry Communities just attained Board status at the May 2017 BoG meeting at ICC. This term will dedicated to growing more awareness and visibility from this seed.

Discussion by Prosper around a proposal to have a full-fledged SDN Technical Committee built on initiative assets just transitioned to ComSoc, and existing ComSoc SDN emerging technology initiative work. Stefano offered to help bring this proposal to the BoG, but asked if this structure would make sense.   
**Action:**Stefano to discuss with Prosper and Raouf Boutaba, with participation from Ian and Adam, whether a Technical Committee is needed or if the existing Industry Community can function as one, with an eye toward taking the group’s conclusion to the BoG.

Further discussion of how to become more visible, including cross-promoting the Industry Communities Board’s activities on initiative websites.

A question was raised about how to create an industry community; Ian noted that anyone can suggest one and it would be up to the voting members to approve. In the past there were more (when the board was called the ICEC), but it turned out to be too many and no one was really doing much with them. This led to the smaller number the Industry Communities Board has today.   
**Action:**Coordinators of each community were asked to think about what they can do improve the Board’s visibility (work on website, sponsor panels in important conferences covering both ComSoc and IEEE-wide initiatives, etc.)  JaeSeung and Chonggang to reach out to Adam Drobot for IoT; Yang Yang and  Hendrik Berndt to reach out to Ashutosh Dutta for 5G.

Discussion about the need to promote the Best Panel award a bit more (make sure people know it is supported by the ICB, list past winners on website.)  
**Action:** Frank to provide Chris the list of previous winners to publish on the website. Award is given at ICC and GLOBECOM.

**Action**: Ian will set up a call for next month, goal is to meet monthly until ICC.

Results of these actions will be discussed at the next call.

The meeting was adjourned at 10 a.m. ET.

Respectfully submitted,  
--Adam Greenberg