

IEEE Photonics Standards Committee

Minutes

Monday, November 8th, 2021

11:00 AM – 12:00 PM (EDT)

WebEx Meeting

The meeting was held as scheduled. These minutes are divided into action items and the meeting summary following the agenda. The action items are brought forward for ease of reference.

I. Action items.

1. Common working group policies & procedures (P&P).
 - **[All]** Members review the draft baseline common working group P&P circulated with the meeting materials and discussed during the meeting.
 - **[All interested members by 11/16/2021]**: Inform John Kulick, Ashley Moran, or Adam Wichman by 11/16/2021 if you wish to participate in a group evaluating or marking up the draft baseline common WG P&P. This group will aim to bring a recommendation and proposed document to the full group for discussion and possible adoption. The deadline for submitting a proposed document is not specified but should be sometime before the next quarterly meeting.
2. Standardization efforts around EDA.
 - James Pond suggested various topics that might be ripe for standardization (below minutes).
 - **[All notionally by 12/15/2021]**: Give some thought to James Pond's suggestions, circulate thoughts by email among members or to John Kulick / Ashley Moran / Adam Wichman whether the Committee should explore standardization in the identified or other areas. Based on interest this can become a matter for discussion at the next (or an intermediate) meeting or might prompt a small study group to develop a white paper.
3. Working group and PAR participation.
 - **[All interested members]** Meeting slide 5 identified four active working groups (WG): P2066; P2999; P3101; P3111. P2999 is an entity working group (corporate membership required). Meeting slide 7 identified new PARs. Please contact the working group chairs or Ashley Moran / John Kulick / Adam Wichman if you wish to get involved in a particular WG.

II. Meeting summary.

1. Call to Order (5)

- a. Members introduced themselves verbally.
- b. Quorum was achieved with 13 of 18 voting members present.

2. Approvals (2)

- a. Agenda: Members were given a chance to object to the agenda or propose modifications. There were no objections. The agenda as circulated with meeting materials was approved.
- b. Minutes from August 17, 2021, Committee meeting:
Proposed minutes for the August 17, 2021 Committee meeting were provided with the meeting materials. There were no requests to change the minutes. There was no objection to accepting the minutes. The minutes as circulated were approved.

3. Current Working Group Activity (5)

Ashley led a review of current working group activities.

P2066 (Jiaming Gao): There were no comments on the initial ballot, which closed on October 2, 2021. The draft standard is on the RevCom SASB agenda for review. They should complete that review shortly. If the standards board approves the draft at the December meeting, it will be published and made available through the IEEE Digital Library.

P2999 (Dapeng Yan): The Photonics Standards Committee first entity project, had first meeting in October, developing draft for the entity project. Participation requires corporate membership.

P3101 (Dave Krohn): Dave Krohn provided a verbal update. He circulated minutes of a November 3, 2021 meeting the morning of November 8, 2021. The group is making good progress. Within the WG, there is a focus group of ~5 persons familiar with industry. They have draft document out, are working on expanding it. They expect to complete the proposed standard on schedule.

P3111 Qiong Chen: The WG is gathering folks to participate. Has not started official meetings yet. Contact chair or Ashley if interested in participating.

4. New PARs (2)

P3112: Open Standards for Electronic Photonic Design Automation – Open Data Formats – Terminology and Definitions.

PAR is approved by the Photonics Standards Committee. On the December NesCom agenda for review and approval by the SASB

Once the PAR is approved, contact Ashley or Sylwester to get involved if desired.

P3111 Guide for test and inspection of laser devices used for remote removal of foreign matter in public infrastructure equipment.

PAR is approved by the SASB. First meeting not held yet (see working group updates).

No other new PARS pending.

5. Study Group Activity (3)

Fiber Attach Whitepaper

ICAID form was submitted for review by Nov 30 ICom meeting. Once approved, will be under industry connection working group for duration of project.

As of now Study Groups are officially closed.

6. Presentation (20)

James Pond from Ansys, former CTO of Lumerical, led a discussion of potential areas for standardization in integrated photonics. The presentation materials were provided with the meeting materials.

JK: Consider scheduling a follow-on meeting to address these ideas.

7. New Business (15)

As continue to grow membership and add projects, important to remain efficient in handling the documents. John Kulick provided several cogent reasons for the Committee to consider providing common working group policy & procedures for its working groups, treating this approach from other IEEE Standards groups as a best practice.

- sets consistent expectations
- lets participants get familiar with one set of rules as join different working groups
- reduces administrative oversight if all WG use same P&P
- common P&P reduces time for WG to spin up, start technical work
 - experts much rather engage in meaningful discussions on technical merits rather than develop text around P&P
 - common P&P would let WG begin operation much more quickly
- photonics standards is a new activity, so that common P&P on baselines would be a good thing
- successful examples around IEEE: IEEE computer society, IEEE power & energy society ⇔ successful, represent a best practice that we should adopt
 - IEEE CS: all 802.3 Ethernet & 802.11 WiFi, over 70 standards published, 50 in development
 - they have one WG P&P for all WG
 - all use a common WG P&P
 - IEEE PES ⇔ 17 committees, transformers committee in particular, over 100 WG involved, contribute about 18% of overall IEEE standards

A baseline P&P was circulated with meeting notice

- Ashley & John reviewed, made some choices
- JK wants to kick off the process
 - Members should review sample baseline

- anyone interested, form a small drafting committee, then circulate a proposed draft P&P to full committee

8. Call for other items: There were no other items identified.

9. Action Items (5): Items for action are summarized at § I.

10. Future Meetings (1)

- a. Monday, February 7th, 2022: 11:00 AM (ET)
- b. Monday, May 1st, 2022: 11:00 AM (ET)
- c. Monday August 8th, 2022: 11:00 AM (ET)
- d. Monday November 7th, 2022: 11:00 AM (ET)

11. Adjourn: Business having been concluded, the meeting was adjourned.

III. Attendee list.

Participation	First	Last	Affiliation
Guest	John	Allen	Coventry University
Voting Member	Sean	Anderson	Macom
Voting Member	Ken	Barat	Laser Safety Solutions
Member	Amer	Bassal	Fraunhofer HHI institute
Voting Member	Steve	Bush	GE
Voting Member	Peter	Catrysse	Stanford University
Voting Member	Tom	Hausken	The Optical Society
Guest	Christopher	Holmes	Sr Enterprise Fellow GE Aviation, Univ South Hampton
Voting Member	Bill	Jacobsen	AFL Global
Voting Member	Wei	Jiang	Nanjing University, China
Voting Member	David	Krohn	Lightwave Venture
Chair	John	Kulick	Retired
Voting Member	Sylwester	Latkowski	Eindhoven University of Technology
Voting Member	John	Mazurowski	Applied Research Laboratory, Penn State University
Staff	Ashley	Moran	IEEE SA
Guest	James	Pond	Ansys
Staff	Rudi	Schubert	IEEE SA
Member	Mike	Shahine	GDMS
Staff	Kerriane	Sullivan	IEEE Photonics Society
Secretary	Adam	Wichman	Self

Participation	First	Last	Affiliation
Vice Chair	Yu	Yuan	Self