

TR-42 Telecommunications Cabling Systems
CLOSING PLENARY MEETING AGENDA

Organization: Engineering Committee TR-42

Chair: Herb Congdon
Tyco Electronics (336)665-6604

Vice-Chair: Bob Jensen
Fluke Networks (512)514-7760

Date: Friday, February 5, 2010

Time: Convene at 8:00 AM; adjourn approximately 12:00 PM PDT

Location: Hyatt Regency Palm Springs
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1. Administrative

- 1.1 Call to Order
- 1.2 Attendance (Introductions; Roster; Quorum Call)
- 1.3 Agenda Review and Approval
- 1.4 Intellectual Property Rights Statement (Early Disclosure)

TIA's patent policy can be found in the TIA Engineering Manual (4th edition). Participants in the work of the TIA Formulating Group are urged to review this policy. Participants are encouraged to notify TIA of any patents of which they are aware that are related to the practice of a TIA publication early on in the development of the TIA document to reduce the possibility for delays in the development process and increase the likelihood that the draft TIA publication will be approved for publication. Patent searches are not required to comply with the TIA IPR policy. Moreover, the Engineering Manual describes the need for members' disclosure of patents that are essential to practice TIA publications and for members to provide an indication of their willingness to license any known patents.

- 1.5 Distribution and Numbering of Documents
- 1.6 Chair's Report and General Items

2. Old Business

- 2.1 Liaison letters received since the opening plenary
 - 2.2 Subcommittee reports and Plenary action
 - 2.2.1 TR-42.1 – Commercial Building Cabling – Henry Franc
 - 2.2.2 TR-42.2 – Residential Telecommunications Infrastructure – Ray Emplit
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- 2.2.3 TR-42.3 – Commercial Building Telecommunications Pathways and Spaces – Ray Emplit
- 2.2.4 TR-42.4 – Outside Plant - Julie Roy
- 2.2.5 TR-42.5 – Telecommunications Infrastructure Terms and Symbols – Paul Kish
- 2.2.6 TR-42.6 – Telecommunications Infrastructure Administration – Steve Huffaker
- 2.2.7 TR-42.7 – Telecommunications Copper Cabling Systems – Sterling Vaden
- 2.2.8 TR-42.8 – Telecommunications Optical Fiber Cabling Systems – Bob Jensen
- 2.2.9 TR-42.9 – Industrial Telecommunications Infrastructure – Brad Woodman
- 2.2.10 TR-42.11 – Optical Fiber Systems - Paul Kolesar
- 2.2.11 TR-42.12 – Optical Fibers and Cables - Mike Kinard
- 2.2.12 TR-42.13 – Interconnecting Devices and Passive Components - Osman Gebizlioglu
- 2.2.13 TR-42.16 – Bonding and Grounding - Mark Harger
- 2.3 **Proposed changes to TR-42 Operational Guide**
 - 2.3.1 Proposal for Task Group Operational Guideline
 - 2.3.2 Proposal for Editor Guidelines Manual
- 2.4 Program of Work
 - 2.4.1 Reminder that Vice-chairs are responsible for maintaining the entries for their SC
- 3. **New Business & Output Documents**
 - 3.1 Output documents (other than those approved during Subcommittee reports)
 - 3.1.1 Contributions to US TAG, IEEE
 - 3.2 Other
 - 3.3 Action items derived from this meeting
- 4. **Next Meeting (and interim meetings)**
 - 4.1 Subsequent meeting locations
 - 4.1.1 June 7-11, 2010: East - Alexandria or Cleveland (TBD)
 - 4.1.2 September 27 - October 1, 2010: Central - Albuquerque or San Antonio (TBD)
- 5. **Adjourn**

AVAILABILITY OF MEETING DOCUMENTS:

All meeting attendees are instructed to download contributions and other meeting documents from the TIA TR42MAIN FTP site (<http://ftp.tiaonline.org/TR-42/>) before the meeting. For information on how to access the FTP site, contact TIA (Teesha Jenkins: tjenkins@tiaonline.org).

NEW CONTRIBUTIONS:

Contributions shall use the approved templates and specific wording provided by TIA. Contributions affecting a document are to include a TIA cover sheet, proposed text to be included in the document, and the rationale/substantiation for the contribution. File templates are available on the TR42MAIN FTP site for download. All contributions shall be submitted to the electronic document coordinator (EDC). All electronic files shall be provided in either Adobe Acrobat (*.PDF); Microsoft Word (*.DOC); Microsoft PowerPoint (*.PPT); or in Microsoft Excel(*.XLS). Compressed files shall be accessible using WINZIP (*.ZIP).

Early submittal and posting of contributions for consideration in meetings is highly encouraged. Contributions shall be submitted to the EDC as soon as possible and then posted to the FTP folders by the EDC as soon after receipt as possible, preferably within one business day. Notification of the posting shall be made to the group's email reflector list by the EDC within one working day of the posting. All contributions shall be posted to the appropriate location on the TIA FTP site no later than 12:00 noon EST on the Monday preceding the week of the meeting in which the contribution is to be considered (example: if the meeting will be held on Thursday the 20th, the contributions shall be posted by noon on Monday the 10th).

LATE CONTRIBUTIONS:

Contributions not posted as described in the timing above shall be classified as "late contributions." They may be considered in the meeting to which they are addressed provided that an appropriate motion receives 50% or greater of a vote.

All late contributions shall be provided to the EDC and to the committee members on a memory stick or CD-ROM along with sufficient paper copies for those members without a PC.

All late contributions shall be posted to the TIA FTP site no later than one week following the meeting in which they are considered. Notification of the posting shall be made to the group's email reflector list by the EDC.

DOCUMENT NUMBERS:

All contributions are assigned a document number. To obtain a document number before the meeting, provide your name, affiliation, contribution title and corresponding agenda item to the EDC.

Questions and Comments on this agenda should be submitted in writing to:

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