

**Policies and Procedures of IEEE
ComSoc Technical sub-Committee
on Backhaul Networking and
Communications – TCBNC**

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1. Scope of Technical Sub-Committee

The recent widespread use of mobile internet complemented by the advent of many smart applications has led to an explosive growth in mobile data traffic over the last few years. This remarkable growing momentum of the mobile traffic will most likely continue on similar trajectory, mainly due to the emerging need of connecting people, machines, and applications in a ubiquitous manner through the mobile infrastructure. As a result, the current and projected dramatic growth of mobile data traffic necessitates the development of fifth-generation (5G) mobile communications technology. The 5G communications would provide us with the promise of a mobile broadband experience far beyond current 4G systems. The 5G has a broad vision and envisages design targets that include 10-100x peak data rate, 1000x network capacity, 10x energy efficiency, and 10-30x lower latency. In achieving these expectations, operators and carriers are planning to leverage metro, Pico, Nano and elastic cells to improve the user experience and consequently improve the overall network performance. Efficient and satisfactory operation of all these densely deployed cells hinges on a suitable backhaul and fronthaul provisioning. Hence, there are considerable market interests on the development of innovative and smart backhaul and fronthaul solutions for ultra-dense heterogeneous networks.

It is envisioned that the 5G networks would be mostly deployed for data-centric applications rather than voice-centric applications. Therefore, one of the main considerations the operators are faced with today is how to migrate existing backhaul/fronthaul infrastructure toward Internet Protocol (IP)-based backhaul/fronthaul solutions for hyper dense small-cell deployment. Moreover, the data rates of the 5G networks will demand the optical backhaul/fronthaul such as fiber. However, it's unlikely that fiber will be economical for all installation sites and will also face deployment restrictions for laying the fiber in many developed areas. Millimeter wave backhaul/fronthaul is an option, but technological and regulatory challenges are yet to be addressed. Another possible emergent solution is to exploit the interworking and joint design of open-access and backhaul/fronthaul network architecture for hyper dense small-cells based on cloud networks. This requires adaptive and smart backhauling/fronthauling solutions that optimize their operations jointly with the access network optimization. The availability, convergence, and economics of smart backhauling/fronthauling systems are the most important factors in selecting the appropriate backhaul/fronthaul technologies for multiple radio access technologies (including small-cells, relays, and distributed antennas) and heterogeneous-types of excessive traffic in the future cellular network. Hence, it is imperative to analyze the variety of end-to-end backhaul solutions for 5G networks. Various standard bodies such as Next Generation Mobile Networks (NGMN), Metro Ethernet Forum (MEF), and Broadband Forum (BBF) are also studying the implications on their defined mobile backhaul network architectures.

Development of 5G technologies including backhaul/fronthaul and its standardization is a mission critical task. Since the entire research community is working against an extremely tight timeline to provide 5G innovative technologies with extensive performance evaluation metrics by year 2017/2018 along with required standardizations milestones achieved, 5G hardware and components by 2019 and a fully deployed network by 2020. All these steps are interrelated and there is little or no room for any timeline slippage. There is already an international competition to achieve these goals since early winners will capture the major portions of the market and will be more difficult to unseat. Recently, European Telecommunications Standards Institute (ETSI) has started new specification group to study the feasibility of the V-band (57-66 GHz), the E-band (71-76 & 81-86 GHz) and, in the future, higher frequency bands (up to 300 GHz) for large volume backhaul and fronthaul applications to support future mobile network. Therefore, formation of IEEE Technical sub-Committee on Backhaul Networking and Communications has become necessary to put forward IEEE's agenda and contribution in the research and standardization activities on future backhaul/fronthaul networking and for further evolution of next generation of backhaul/fronthaul networking and communications. To the best of our knowledge none of the existing IEEE Communications Society (ComSoc) technical committees truly represent an exclusive technical interest of researchers and practitioners who are involved in research and development for 5G backhaul/fronthaul. This document further introduces goals, objectives and Policies and Procedures of proposed Technical Committee on Backhaul Networking and Communications (TCBNC).

1.1. Goal of Technical sub-Committee:

The goals of proposed TCBNC are:

- To provide a common technical forum for its members in particular and the backhaul networking and communication research, development, policy making and standardization community in general;
- To bring academic and industrial researchers together to identify and discuss: (i) recent developments; (ii) highlight the challenging gaps; and (iii) forecast the future trends of backhaul networking and communications toward their evolution with the 5G networks.

1.2. Vision of Technical sub-Committee:

Support the international research, technology development and standardization on backhaul networking and communications across the regions and the continents, thereby bridging the gaps between the research and industrial development through joint research, organizations and other collaboration opportunities.

1.3. Benefits of Technical sub-Committee:

The proposed TCBNC will create a forum for researchers, developers and practitioners from both academia and industry to identify and discuss the backhaul requirements and smart backhaul networking solutions pertaining to fifth-generation (5G) of mobile communication networks. The TCBNC will serve as a prolific opportunity to educate

about, promote and accelerate the evolution of next generation of backhaul networks. The committee will sponsor and promote technical publications, conferences, symposia, workshops, tutorials and other related activities in the areas of backhaul/fronthaul networking and communications. The committee will also assume proactive duty to nominate suitable candidates for the IEEE ComSoc and IEEE awards, propose distinguished lecturer candidates, endorse deserving candidates for the election to IEEE Senior Member and Fellow grades, and make contributions to IEEE standards in an organized form.

2. Policies and Procedures

TCBNC adheres to all policies specified by the IEEE Communications Society for Technical Committees (IEEE Communications Society Policies and Procedures, Sec. 7.0 - Operating Procedures Template).

2.1. Membership Requirements

Anybody can be a member of the IEEE TCBNC. An IEEE TCBNC membership does not require that the membership applicant owns an IEEE membership. Normally, one should show his/her relevant interests or background on the areas that the TCBNC covers before his/her TCBNC membership is officially approved. To become a member it is necessary for the membership applicant to subscribe to and maintain in the TCBNC mailing list as specified on its website. The definition of *Active Member* is the same as that of *Voting Member* defined in Section 3.3.6.

2.2. Definition of Elected and Appointed Officer Positions

The committee has three kinds of elected officers: Chair, Vice Chairs, and Secretary. The term of each position is for two years. The Chair reports directly to the Vice President of Technical Activities (VP-TA) of IEEE ComSoc, in accordance with the IEEE ComSoc Bylaws. The Chair represents TCBNC to the Technical Council (TAC), and to any IEEE ComSoc committee or board, and provides endorsement for technical conferences that require technical co-sponsorship to IEEE ComSoc.

The IEEE TCBNC has regional Vice Chairs. These Vice Chairs support the Chair and take responsibility of the Chair in his/her absence. The other responsibilities of Vice Chairs include participating in TCBNC meetings, supporting the Chair as required, advising Chair on issues related to the TCBNC activities, promote activities and identify collaborative opportunities in their regions for technology advancements.

The Secretary may keep meeting documents and meeting minutes. If a TCBNC officer position becomes vacant before normal conclusion of his/her term, the remaining term shall be filled by special election within TCBNC. The positions filled shall be for completion of the interrupted term. At the discretion of TCBNC, there may be additional elected or appointed (officer) positions, such as standards, industry, regulation and research forum liaisons, advisors, award subcommittee members. In no case shall there be more than eight elected officers, but there may be as many appointed positions as necessary for proper operations of TCBNC. The number and roles of Vice Chairs in the selection can be decided by the past Chair before the TCBNC selection of officers.

2.3. Nomination and Election Policies and Procedures

Following policies and procedures are required to follow to facilitate the election of the new officers (Chair, Vice Chairs and Secretary) in every two years.

2.3.1. Term:

The nominal term for Chair, Vice Chair and Secretary shall be two years. Any officer can be elected to the same position for one additional, contiguous term (i.e., continuously serve in any particular officer position for a maximum of four years). TCBNC officers can be elected to a different officer position, but in no case shall one person continuously serve as a TCBNC officer within the same committee for more than eight consecutive years. Student Members are not permitted to serve as elected TC officers. The exact number of elected officers shall be decided by the current TCBNC chair. At the discretion of the TC Chair, there may be additional appointed positions.

2.3.2. Nomination and Election (N&E) Subcommittee:

The N&E Subcommittee will typically consist of past chairs and TCBNC steering subcommittee members but may include any other active TCBNC members appointed to the committee by the current TCBNC Chair. The number of the N&E committee members should be not less than 3.

The N&E subcommittee will be given a task of identifying candidates for the vacant officer position(s). TC members are able to submit nominations via email by communicating to the current N&E Subcommittee Chair or directly to the N&E committee. The N&E Subcommittee shall come into existence first preceding the actual election and shall be dissolved after the election and installation of officers.

2.3.3. Chair:

The current TCBNC Chair shall also chair the N&E Subcommittee if not being considered for re-election. Otherwise, the current TCBNC chair can appoint some other active member as the N&E Sub-committee Chair.

2.3.4. Members:

Past chairs, TCBNC steering subcommittee members, and TCBNC member representatives, who are appointed by the current TCBNC Chair.

2.3.5. Eligible candidates for officer positions:

Eligible candidates for an officer position are those who have already been *Voting Members* of the TCBNC (the definition of *Voting Member* is given in another paragraph below 3.3.6)

- Prospective candidate who have indicated willingness to serve if elected;
- Prospective candidate have actively supported the mission of TCBNC and substantially contributed their efforts to TCBNC activities;
- The eligible candidates or the nominators of the eligible candidates should send the biographies and position statements of the candidates to N&E Subcommittee chair;

2.3.6. **Nomination:**

At the second year of their nominal term, the N&E Sub-committee chair or N&E sub-committee members are responsible to announce the calls for nominations via email list or TCBNC meetings. The N&E sub-committee shall collect nominations of individuals for the officer positions who are active (voting) members of the TCBNC and who have indicated willingness to serve if elected. The N&E sub-committee shall discuss (either by teleconference, or through email, or in person) and possibly vote to select a slate of candidates for the officer positions. In the case of more candidates for one or all the positions, then the candidates who are not selected to be listed on the official slate will be listed as eligible contender(s) for specified position(s). The slate of candidates and other possible candidates shall be then announced to TCBNC voting members before the election. It is desirable that biographies and position statements of candidates be available to TCBNC members. Candidates shall be permitted to “advertise” their candidacy on the TCBNC email distribution list.

2.3.7. **Election:**

Election of TCBNC officers will follow the following process:

- The election of new officers is to be administered by the N&E sub-committee Chair and is to take place either at a TCBNC semi-annual meeting or via electronic ways, such as emails.
- In the case that a position has only one candidate, then the election process is basically an approving process by the voting members. In the case that a position has more than one candidate, then the one receiving the largest number of votes from the voting members will win the election for the position. In the event of a tie, votes shall again be cast until the tie is broken. If that is not possible, the elected officers and the N&E Sub-committee shall cast a tie-breaking vote.
- A candidate can be a candidate for more than one officer positions. If a candidate has been elected for some position, the candidate is removed from consideration for all other officer positions. If a candidate has been elected for more than one position at the same time, which may occur in electronic voting, the highest level elected position will be the election result.
- There is no quorum for the election.

2.3.8. **Post-Election:**

The N&E Sub-committee Chair shall keep a list of the voting members who have submitted their votes. The N&E Sub-committee Chair shall report the results of the election to the TCBNC membership, the VP-TA. The new officers will take office on the first date of the following month after the election. A record of votes cast must be retained for post-election audit purposes by the N&E Sub-committee Chair.

2.3.9. **Voting:**

Voting Member. A TCBNC *Voting Member* shall be any individual who either 1) has attended (physically present or by teleconference or via electronic means for virtual TC meetings) two or more official TCBNC meetings over the prior five regularly scheduled TC meetings or 2) has contributed TCBNC substantially to the TCBNC activities. The Voting Members of the second category should be approved by the current TCBNC Chair.

Proxy voting shall be permitted. Each Voting Member asking another to vote on her/his behalf shall inform an N&E Sub-committee of this arrangement prior to the election. An actual voter shall represent no more than three proxies.

2.4. Conducting TCBNC Meetings

The TCBNC meetings will usually be scheduled during ICC and GLOBECOM, twice a year. The meetings are open to any conference attendees. The meetings will usually be announced via the TCBNC email list shortly before the incoming ICC or GLOBECOM.

The TCBNC Chair or a designated substitute, typically another TCBNC officer, will chair the meetings. Any TCBNC member can suggest items for the agenda. The TCBNC Secretary will take the minutes. These minutes should be made available within one month of the meeting. Their availability is announced on the TCBNC mailing list. Minutes are posted on the TCBNC website and are open to public.

Should voting other than the TCBNC officers election occur at the TCBNC meeting, only members physically present or attending by teleconference have voting rights, and simple majority rules applies. If voting involves changes to the Policies and Procedures (P&P), a two-thirds majority of TCBNC members physically present or attending through teleconference is required.

2.5. Maintaining Membership List

The TCBNC would maintain the membership list. Entries in the list are usually generated from two primary sources: 1) the attendance sign-in list at the TCBNC meetings at ICC and GLOBECOM conferences, 2) application emails.

2.6. Sub-committees

TCBNC may establish several operation Sub-committees which may support TCBNC activities. Each Sub-committee may have a chair appointed by the current TCBNC Chair. Sub-committee members are also appointed jointly by the Sub-committee Chair and the current TCBNC Chair. Following is the list of the potential sub-committees. Goals of each sub-committee are sketched as follows.

2.6.1. Membership and Publicity

- Attract and invite active researchers in the relevant topics to join TCBNC;
- Increase the visibility of TCBNC;
- Suggest candidates in member elevation to the Fellow and to the Senior grades;

2.6.2. Publications

- Organize Special Issues on emerging topics in Backhaul networking and Communications;
- Publish TCBNC letter to highlight the activities of TC, news, upcoming conference/workshop sponsored by TC. The organization and publication board of letter comprises of TCBNC Chairs, members, and other IEEE ComSoc management;
- Promote relevant journal and magazine special issues;

- Advise the Chair in the appointment of committee liaisons to publications sponsored by the Committee;

2.6.3. **Conferences/workshop**

- Promote relevant conferences, symposia and workshops in emerging topics;
- Advise the Chair in the appointment of Committee members to conference positions;
- Advise and support the Chair on the Committee sponsorship to conferences, symposia and workshops;

2.6.4. **Tutorials/distinguished lectures**

- Promote relevant tutorials and panels in emerging topics;
- Nominate meritorious TCBNC member for distinguished lecturer ;

2.6.5. **Standards**

- Promote participations of the Committee in relevant standardizations;
- Advise the Chair in the appointment of standardizations liaisons in different standardization bodies;
- A TCBNC standardization representative will coordinate the contribution of TCBNC in the standard initiatives;

2.6.6. **Advisory**

- Provide advices in TCBNC operations;

2.6.7. **Special Interest Groups**

- Special Interest Groups (SIGs) are technical sub-committees proposed and established by some TCBNC members and approved by the TCBNC Chair to foster and develop activities in specific areas of interest to the Committee.
- Active Special Groups of Interest are announced through the TCBNC mailing list and published on the website.
- Typical SIG officers normally include one Chair, one or more Vice-Chairs and one or more Advisors. The Advisors are usually senior experts in the relevant areas. Members of any SIGs are also members of TCBNC.
- SIG officers (usually SIG Chairs) reports to the TCBNC Chair about the activities conducted annually. The serving term of SIG officers are two years, and the SIG officers are appointed by TCBNC Chair after the establishments of the SIGs.
- The TCBNC Chair may terminate some SIG or change the officers of the SIG in case the SIG or some SIG officer does not fulfill the goal of the SIG.
- SIG officers are appointed by the Chair after the establishment of the SIG. The termination of some SIG should be approved by members in a committee meeting.
- TCBNC will broadcast a call for SIG to the community and only meritorious SIGs will be selected to be formed.

2.6.8. **Steering Subcommittee**

The committee shall have a steering Sub-committee composed of past TC chairs who will act as a consulting board to ensure continuity of the committee identity. Members of the

Steering Sub-committee are appointed by the chair. Steering Committee members may be assigned various tasks, under coordination by the TCBNC Chair, Vice- Chair or Secretary. The TCBNC steering subcommittee includes the current officers (chair, vice-Chair and secretary) and past chairs who are still active members. Other TCBNC members with outstanding record in supporting TCBNC activities may be also included.

2.6.9. Other subcommittees

Other subcommittees, such as award sub-committees and Nominations & Elections (N&E) sub-committee, have been described in other section of the P&P.

3. Supporting Activities

As appropriate, TCBNC will be active in all of ComSoc's activities. TCBNC will collaborate and support other IEEE ComSoc Technical Committees and Emerging Technology Committees for joint visibility.

3.1. Conference/Workshops/ Symposia:

- Organize joint workshops/special sessions and symposia within the areas of interest of TCBNC. Annual workshop on Next Generation of Backhaul/Fronthaul Networks (BackNets) will be organized with IEEE ICC. *IEEE ICC BackNets 2015 has been already organized with IEEE ICC 2015, London, UK, June 8, 2015.* <http://www.backnets.org/>
- Endorse conference related events within the scope of TCBNC. TCBNC will recommend starting a new track in IEEE Globecom Symposium Selected Areas in Communications on Backhaul Networking and Communications (SAC: BNC).
- Nominate TCBNC representatives to Technical Program Committees and Organizing Committee of IEEE ComSoc flagship conferences. This will include ComSoc conferences (such as ICC, GLOBECOM, INFOCOM, PIMRC, and WCNC, etc.)

3.2. Tutorials/Distinguished Lecturer/Panel

- Nominate TCBNC members to IEEE ComSoc Distinguished Lecturer program.
- Invite and recruit experts to give lectures/shot courses and tutorials on the topics within the scope of TCBNC at IEEE flagship conference.

3.3. Journals/Magazine/Special Issues

- TCBNC will further support ComSoc's journals, magazines, and standards activities by soliciting volunteers as authors and editors, submitting proposals, and identifying committee members from its membership.
- Organize SI in Journals/Magazine on the topics within the scope of TCBNC. *SI in IEEE Wireless Communication Magazine, Smart Backhauling and Fronthauling for 5G Networks, Oct. 2015, has been already organized.* Other potential SI will be organized with IEEE JSAC and IEEE Network. <http://www.comsoc.org/files/Publications/Magazines/wci/cfp/cfpwcm1015.html>
- TCBNC will prepare and maintain TCBNC own recommended reading list from the IEEE ComSoc journals and Magazines. TCBNC will recommend/nominate

reading list on the topics within the scope of the TCBNC to IEEE ComSoc central reading list.

- TCBNC letter will be published to highlight the news, events, and latest research.

3.4. Standardization

- TCBNC will support the 5G standardization activities in backhaul networking and communications.
- TCBNC will align the standard activities and initiatives with IEEE Standard Association.

3.5. Special Interest Group:

- Special Interest GROUP (SIG) based on community interest will be announced.
- Potential SIGs could be on backhaul for dense small cell networks, millimeter-wave communications for backhaul, etc.
- The main aim of the SIG is to prepare joint White paper, joint survey, position and research papers on topics within the scope of TCBNC/SIGs with founding members and partners.

3.6. Awards:

- TCBNC will present and support following awards to recognize the efforts and initiatives within the scope of Technical interest of TC:
 - Best paper award in the workshop /special sessions.
 - Best paper award in IEEE ComSoc journals and magazines.
 - Career Award nominations.
 - IEEE membership elevation.

4. Budget, Financial Sponsorship and Expenses

TCBNC will solicit sponsorship commitments from industry to support TCBNC activities articulated in Section 4. The handling of sponsorship agreement must be adhered by the standard IEEE ComSoc sponsorship policies and procedure. TCBNC will acknowledge the sponsorship presentation for joint publicity and promotion as deemed appropriate following the IEEE ComSoc publicity policies and procedure. The annual budget of TCBNC may comprise of awarded funds by the IEEE ComSoc and sponsorship. The TCBNC budget may be spent on:

- Operational expenses such as maintenance of website, publication of newsletter as articulated in section 3.6.2 and 4.3 and onsite/online meetings.
- Remuneration for volunteer support where deemed appropriate.
- TCBNC technically and financially sponsored activities such as Best paper award, Student exchange program, student travel, and other activities to support TCBNC presences in IEEE ComSoc conferences.

5. Procedures for TCBNC Awards

As a part of the TCBNC activities, Recognition Award and Publication Award are established to recognize those ComSoc members who have distinguished record of service to TCBNC and/or have made their significant contributions to the technological advancement in the areas of TCBNC. Each award will be announced and given during the IEEE ICC, GLOBECOM, INFOCOM, and other conferences.

Awardees will be selected by TCBNC Award Sub-committees whose chair(s) are appointed by the TCBNC Chair. Each Award Sub-committee will be composed of total of no less than 3 active TCBNC members, including the current Awards Sub-committee Chair. The Sub-committee may be established for other awards which should be approved by the Steering Sub-committee.

The TCBNC Chair appoints the Chair(s) of the Award Subcommittee (s). The Awards Sub-committee Chair may serve a term of up to two years, but no more. The TCBNC Chair appoints two of the Awards Subcommittee members including the Chair, and the Awards Committee Chair appoints other serving Sub-committee members in consultation with the TCBNC Chair. The Awards Committee Chair and members are reappointed or changed at the same time as the TCBNC Chair. The current serving TCBNC Chair, Vice-Chairs (if any) and Secretary are not eligible for any TCBNC award.

The current serving TCBNC Chair, Vice-Chairs (if any) and Secretary, as well as any sitting ComSoc officer (President and VPs) cannot nominate and/or endorse candidates for the award. Any member of the Award Sub-committee nominated for an award shall not participate in the selection process. Further, all Award Sub-committee members must formally declare any conflict of interest with a nomination and recuse themselves. If due to this rule the number of voting members in the Awards Subcommittee (s) is not less than three (3), the TCBNC Chair and Awards Sub-committee Chair shall seek replacement members for the Subcommittee.

Members of the IEEE Communications Society or any of ComSoc's sister societies are eligible for the award.

The TCBNC Award Sub-committee(s) are responsible for indicating the individuals selected to receive the awards to the TCBNC Chair. All final decisions shall be made by the Award Sub-committee(s) and approved by the TCBNC Chair.

Any amendments to selection criteria and the process shall be established by the TCBNC Award Sub-committee Chair(s) in consultation with the respective Sub-committee. Each award will have its own nomination and selection procedure. If the Award Sub-committee considers that no candidate fulfills the established criteria, no award will be issued regardless of the call for nomination.

The reviews, voting and any deliberations of the Award Sub-committee will be strictly confidential. Most Sub-committee business will be conducted electronically and the Award Sub-committee Chair will be the sole point of contact for all external communications. No correspondence will be sent to nominated or nominating persons or entertained during the process from any other parties. All questions, suggestions and complaints pertaining to the award selection process should be sent to the Award Sub-committee Chair(s); the TCBNC Chair will act as an Ombudsman for all matters that require the chair(s) to be excused and oversee any resolution process.

The selected award recipient(s) will be informed via email of the selection. In case the selected award recipient(s) declines the award for any reason, the award will not be given that year. If the recipient(s) cannot attend in person to accept the award at the designated TCBNC sponsored conference, or cannot nominate someone to receive the award on their behalf, the award will be mailed to them.

6. Information Dissemination Activities

TCBNC will maintain an Internet website. The Chair would assign designated member to maintain the web site. Announcements distributed to the TCBNC's membership, notably meeting agendas and meeting minutes, opportunities for membership participation in TCBNC sponsored activities, as well as election-related issues, will be made available on the TCBNC website. TCBNC will also provide at least one email exploder as an alternative for timely dissemination of information, and to welcome useful information from others. Normally, only TCBNC members are allowed to post messages in the TCBNC mailing list. Non-TCBNC members posting messages in the TCBNC mailing list should be approved by the TCBNC Chair.