

Welcome to RAN4 BDaT!



Schedule

- The meeting week consists of online, ad-hoc, and offline discussions
 - Each of these is essential for making efficient progress
- The online sessions will be conducted in two passes: 1st round and 2nd round (return-to). The first round discussion occurs Monday to Thursday, while the 2nd round is expected to happen late Thursday and Friday.
 - The chair will try to stick to the published schedule as closely as possible, but please understand there is an element of unpredictability especially in the first few meetings and dynamic schedule changes should be expected.
 - If a scheduling conflict arises, please let the chairs know and we will try to accommodate as best as possible.
 - At the same time, the chairs would appreciate if the delegates themselves are able to resolve conflicts on their own if you have multiple delegates, etc.
- Second round
 - There will not be sufficient meeting time for extended discussion or repetition of arguments already made in the first round. In the second round, we will try to reach agreements on WF's, CR, etc., with the expectation that companies have engaged in prior offline discussion to resolve differences, revise proposals, etc.
- Offline discussions
 - The delegates should informally organize these by themselves. These will not appear on the meeting schedule, but the chair can make an announcement if needed. It's better to coordinate by yourselves.

Plan to conduct online session

- Online treatment
 - Chair will ask the moderator for suggested issues to treat online (moderator needs to be present)
 - Not planning to present individual papers as a general rule, but if there is a good reason, we can do it
 - Present the moderator recommendation/WF in the summary document
 - If the moderator WF does not include your proposal, does not capture it properly, etc., please raise your hand and we can have a discussion
 - If the moderator proposal is for further discussion or TBA, we can open the floor to capture the views from companies, but online meeting time is limited
 - If we are able to make agreements online, either according to the moderator WF or otherwise, we will record those in the chair's notes. A WF tdoc number will be provided to formally capture the agreements. The WF tdoc will be treated for approval in the second round.
 - CR's, draft CR's will also be treated online
 - Extended discussion is not expected. If we are at the point of presenting CR's, I assume that we are close to convergence at least on the main ideas
 - If not agreeable, the CR's may be revised or postponed

In meeting behavior

- Respectful and courteous
 - All delegates shall be respectful and courteous to one another. In spite of differing views, we are all working together!
 - Please raise your hand and wait until the chair gives you the floor before speaking
 - Respect and courtesy applies to online commenting, offline discussion, but also in the preparation of WF's and other agreements. For example, if you know or strongly suspect another company has a differing view, then please check offline with and inform that other company rather than trying to "surprise" them with a last minute WF.
 - Your good manners will help you for some other topic in the future where the other delegates will extend the same respect and courtesy to you.
- Don't forget to have fun also
 - As long as you get your work done

About the chair

- The chair does not make the decisions
 - Delegates make the decisions by consensus, based on technical discussion, judgment, and compromise
 - The chair facilitates the discussion, works with the rapporteurs, moderators, and delegates to organize the discussion and tries to keep the schedule
- You should not assume the chair is a technical expert on any given topic
 - The delegates are the technical experts
 - Especially in the beginning, the chair will largely rely upon the moderators and delegates
 - The chair may ask questions or make comments that seem incorrect to you, please share your knowledge and help to educate us all
- The chair is not perfect
 - Please be patient, and accept that some mistakes will inevitably be made
 - Constructive, both positive and negative, feedback is welcomed. All chairs want to improve.
 - Please don't hesitate to contact the chair. The chair is (mostly) friendly. 😊

Have a good meeting!