

**IEEE SA STANDARDS BOARD PATENT COMMITTEE (PatCom)
MEETING MINUTES
09 December 2024
Bridgewater, New Jersey, USA and Webex/Teleconference
4:00 p.m. – 5:00 p.m. ET (UTC-5)**

Attendees

Members Present:

Stephen Dukes
Yvette Ho Sang, Non-voting
Gary Hoffman
Joseph Levy
Kevin Lu
Robby Robson, Chair
Don Wright

Members Absent:

None

IEEE Staff:

Teresa Belmont
Matthew Ceglia
Karen Evangelista
Jonathan Goldberg
Jiajia Liu
Suzanne Merten
Erin Morales
Dave Ringle, Administrator
Anasthasie Sainvilus-Cantrell
Rosalinda Saravia
Malia Zaman

IEEE Outside Legal Counsel:

Michael Lindsay – Dorsey & Whitney LLP
Claire Topp – Dorsey & Whitney LLP

Guests:

Hassan Abouseada
Chuck Adams

Michael Atlass
Sara Biyabani
Xiaofeng (Alfred) Chen
Doug Edwards
Jim Harlan
Guido Hiertz
Ron Hotchkiss
June Im
Tyler Jaynes
David Katz
Yousef Kimiagar
John Kolakowski
David Law
Meng Lu
Hiroshi Mano
Daleep Mohla
Alejandro Munoz
Paul Nikolich
Bo Niu
Glenn Parsons
Annette Reilly
Jon Rosdahl
Dan Sabin
Mike Sirtori
Dorothy Stanley
Gary Stuebing
Lore Unt
Lei Wang
Philip Winston
Helene Workman
John Zhu

1 CALL TO ORDER

Chair Robson called the meeting to order at 4:02 p.m. ET (UTC-5) and welcomed everyone to the meeting.

There was a round of introductions by all present.

It was noted that the meeting was quorate.

2 APPROVAL OF [AGENDA](#)

There was a motion to approve the agenda. In the absence of objection, the motion was approved.

3 APPROVAL OF 25 SEPTEMBER 2024 MEETING [MINUTES](#)

There was a motion to approve the 25 September 2024 meeting minutes. In the absence of objection, the motion was approved.

4 ADMINISTRATIVE STATISTICS

Dave Ringle reported that there were 2 LOAs that had been accepted since the September 2024 PatCom meeting. [1 LOA with licensing assurance; 1 D.1.d LOA]

5 OLD BUSINESS

5.1 Proposed Updates to the Call for Patent Slides – Levy

Joseph Levy initiated discussion.

PatCom reviewed, but did not approve, suggestions for potential updates to the Call for Patents slides.

An Ad Hoc will be formed to consider appropriate updates to the Call for Patents slides:

- Ad Hoc Chair: Joseph Levy
- Ad Hoc is open to current PatCom Members

6 NEW BUSINESS

6.1 [Proposed New FAQ](#) – Robson

There was a motion to add the following as a new FAQ:

Is a provisional patent application a type of patent application?

Yes.

The motion was approved. Vote: Yes=4, No=1 (Levy)

The PatCom Administrator will insert the new FAQ into the PatCom FAQs in a suitable location.

7 [NEXT MEETING](#)

The next PatCom meeting will be scheduled to occur on 25 or 26 March 2025 and will be held in Seoul, Republic of Korea.

8 ADJOURNMENT

There being no further business, the meeting was adjourned at 5:01 p.m. ET (UTC-5).