

IEEE P2955 Working Group
Meeting Minutes
10 November 2022 || 10:00 AM – 10:21 AM (ET)

WG Vice Chair: Prof Ramkumar Rajendran
WG Secretary: Madhulika Goyal

The meeting was conducted virtually using Webex.

- **Call to Order:**
 - The WG Vice Chair informed the WG members that the meeting will be recorded exclusively for the purpose of generating minutes and will be deleted as per rules.
 - The meeting was called to order by the WG Vice Chair at 10:00 AM (ET).

- **Roll Call and Affiliation**
 - There were 14 attendees.
 - A Google sheet was shared for roll call and disclosure of affiliation.
 - Members were asked to update their affiliation, if there were any changes.
 - Meeting quorum was established.
 - The list of attendees is enclosed below.

- **Approval of agenda**
 - The agenda for the current meeting was presented at the meeting.

Motion #01:

 - Prof Henry Chu made the motion to approve the agenda.
 - It was seconded by Nagesh Karmali.
 - All were in favour and hence the agenda was approved.

- **Approval of previous meeting minutes**
 - The minutes for the previous meeting were presented at the meeting.

Motion #02:

 - Usha Viswnathan made the motion to approve previous meeting minutes.
 - It was seconded by Firuza Karmali.
 - All were in favour hence the previous meeting minutes were approved.

- **IEEE Patent Policy**
 - IEEE Patent Policy slides were displayed by the WG Vice Chair.
 - Call for potentially essential patents was made.
 - No one raised concerns for consideration.

- **IEEE Copyright Policy**
 - IEEE copyright policy slides were displayed by the WG Vice Chair.
 - There were no questions or concerns raised.

- **Technical Demonstration/Presentation/Discussion**
 - Reports from Subgroups
 - All the Subgroups have submitted their draft write-ups for consolidation
 - Any other updates
 - *Consolidated draft write-up Firuza Karmali*
 - Partially complete. It will be shared shortly through iMeetCentral.
- **Action Item:**
 - Firuza Karmali to share the consolidated draft and start a discussion on iMeetCentral.
 - WG Members can share their suggestions/observations.
 - Subgroups to resolve the comments in the consolidated draft, if any.
- **Next meeting:**
 - Our meetings are held on the second Thursday of every month at 10:00 AM (ET) for the duration of one hour. The next meeting date will be 08 December 2022.
- **Adjournment**
 - The meeting was adjourned at 10:21 AM (ET).

Minutes submitted by: Madhulika Goyal

List of Attendees:

S.N.	Last Name	First Name	Affiliation
1	Tony	Bella	Indian Institute of Technology Bombay
2	Chu	Cheehung Henry	University of Louisiana at Lafayette
3	Haba	Cristian-Gyozo	Gheorghe Asachi Technical University of Iasi
4	Karmali	Firuza	Indian Institute of Technology Bombay
5	Goyal	Madhulika	Indian Institute of Technology Bombay
6	Ganapathi	Madhuri	Indian Institute of Technology Bombay
7	Karmali	Nagesh	Indian Institute of Technology Bombay
8	Rajendran	Ramkumar	Indian Institute of Technology Bombay
9	Venkitakrishnan	Rani	Indian Institute of Technology Bombay
10	Vaidya	Ravindra	Maharashtra Education Society's Senior College, Pune, India
11	Sidhwa	Sakina	Indian Institute of Technology Bombay
12	Rathore	Shailendra Singh	Government PG Girls College, SIROHI , Rajasthan
13	Kaliappan	Snehalatha	Indian Institute of Technology Bombay
14	Viswanathan	Usha	Indian Institute of Technology Bombay