

**IEEE P7003 Working Group
Meeting Minutes
27th June 2024 / 14:00 PM UTC – 16:00 PM UTC
Teleconference**

1. Call to Order

The meeting was called to order at 14:06 UTC.

2. Roll call and Disclosure of [Affiliation](#)

The list of attendees is attached. A quorum was reached and noted.

3. Approval of June Agenda

Suggestion to add to point 11 to include vote for CEN-CENELEC JTC 21– will add this to the agenda for next time when we have had a chance to look into what it is.

Motion to approve the agenda for the 27th June 2024 meeting. The motion was approved.

4. [IEEE Patent Policy](#) (Call for Patents)

The call for patents was raised; no one raised any concerns or any comments for consideration.

5. [IEEE SA Copyright](#)

The copyright policy was presented.

6. [Participant Behaviour](#)

The participant behaviour slides were presented.

7. Approval of May meeting minutes

Motion to approve the minutes from the 2nd May meeting. The motion was approved.

8. SA Ballot Results

The 75% participation requirement was met and we received 74 comments. 17 of them are editorial, 32 general, and 25 technical. It's a relatively low number of comments which is good as will take less time to go through them. We only need to make changes where specific change is requested.

9. Comments Resolution Team

I. Team members

Team members: Chris, Andrea, Julian, Mark, Roisin, Clare, Rahaf, Gerlinde, Satyam

II. Next Steps

Meet weekly to discuss and resolve. Chris Clifton will address the one comment from Sridhar Raghavan. Will meet on Tuesday to take the first steps.

10. Use Cases status

Companies and individuals have been vetted; contracts will be sent over for review. Once this has been done then we will have a kickoff call. Need to clarify how we deal with the 'end' of the contract.

11. Vote to share standard with ISO

Motion to share draft 1.4 with ISO/IEC JTC 1/SC42. The motion was approved.

12. Any other business

13. Dates/times for Future Meetings

Thursday 1ST August 14:00 UTC

14. Adjourn

The meeting was adjourned at 14:59 UTC

Attendees:

| Last Name | First Name | Employer/Affiliation | Voting |
|------------------|-------------------|---------------------------------|---------------|
| Albalkhi | Rahaf | Independent | X |
| Basso | Andrea | Modulos.ai | X |
| Chaudhuri | Abhik | TATA Consultancy Services | X |
| Clifton | Chris | Purdue University | X |
| Dowthwaite | Liz | University of Nottingham | X |
| Gratz | Andreas | Independent | |
| Hagar | Jon | Independent | X |
| James | Clare | Independent | X |
| Leppala | Jussi | Valmet | X |
| Loughran | Roisin | Dundalk Institute of Technology | X |
| Mohla | Satyam | Independent | |
| Padget | Julian | University of Bath | X |
| Pena | Abel | Code Explorers Worldwide | X |
| Shaw | Trish | Beyond Reach | X |
| Szczekocka | Ewelina | Independent | X |
| Weger | Gerlinde | Independent | X |
| Bahn | Christy | IEEE-SA (staff) | |