

1. Call to Order

- a. Meeting called to order at 01:09 pm GMT/UTC
- b. All the members joined during this first Official meeting are considered as Voting members
- c. Members Present during the meeting follows in item 12.

2. Approval of Agenda

- a. Moved by: Randy K Rannow
- b. Seconded by: Santhosh Sivasubramani
- c. No discussion
- d. Result: Unanimously approved

3. [IEEE SA Patent Policy](#)

- a. Patent policy presented by Chair as a reminder of what is expected at a Working Group meeting

4. [IEEE SA Copyright Policy](#)

- a. Copyright presentation shared by Chair as a reminder of what is expected at a Working Group meeting

5. NTC-SC/Working Group/Subgroup Meeting Best Practices and Attendance Logging

- a. [IEEE e-Meetings Guide](#)
- b. Reminder that roster change requests to be sent to Secretary (e.g., name, affiliation, preferred contact email)
- c. PAR Study Group formation discussion
- d. Further discussion on meeting notification time zone settings

6. PAR Study Group

1. Fahd Banakhr was appointed Chair of the PAR Study Group.

7. New Business

- a. New business opportunities on Nano - Quantum Computing explored

8. Future Meetings

- a. Action item to set up doodle poll for future meetings
- b. Idea proposed to set up monthly meetings with AM / PM rotation

9. Adjournment

- a. Motion made by: Randy K Rannow
- b. Seconded by: Lan Fu
- c. Meeting adjourned at 03:05 pm GMT/UTC

10. List of Attendees

1	Santhosh Sivasubramani (Redpine Signals India Pvt Ltd)
2	Ebonee Walker
3	Hasan Al-Nashash (American Univeristy of Sharjah, Vice Chair of EMBS Standards)
4	Sean Rocke (University of the west indies)
5	Jerry Kolbe (Murata)
6	Tyler L Jaynes (Alden March Bioethics Institute at Albany Medical College)
7	Lan Fu (ANU, NTC Chapters Chair)
8	Randy K Rannow (Silverdraft Supercomputing)
9	Vanessa Lalittee (IEEE SA)
10	James Morris (Ex-Officio) (OBSERVER)
11	Mike Leibowitz (non IEEE, National Electronics Manufacturers Association) (Ex-Officio – Immediate Past Committee Chair)
12	Vicky Hailey (Vhg CMC Canada)
13	Xiaoning Jiang (North Carolina State University)
14	Yunja Li