

**P260.3 Working Group
Minutes of March 25, 2025 from 11 am to 1 pm PDT
Webex Teleconference Meeting**

1. Call to Order

Call to order at 11:08 am (PST).

2. Roll Call of Attendees

Last, First Name	Affiliation	Member Status Voting (VM) Non-Voting (NVM)	Present
Curey, Randy (Chair)	Northrop Grumman	VM	Yes
Balma, Peter	Retired, Self	VM	--
Brown, Richard	NPL	VM	Yes
Edwards, Doug (Secretary)	Siemens	VM	--
Flowers, Keith	Siemens	VM	Yes
Shirley, Eric	NIST	VM	Yes
Webb, John (acting Secretary)	ABB	VM	Yes
Santulli, Jennifer	IEEE Staff	NVM	--

3. Determination of Quorum

Quorum was met and maintained through meeting.

4. Approval of Agenda

No objections. Agenda was approved by acclamation.

5. Approval of Previous Meeting Minutes

[P260.3 WG Minutes \(2025-02-24.R1\)](#)

Minutes were approved by acclamation.

6. Call for Patents / Copyright

- Chair reminded all of the [IEEE-SA Patent policy](#).
- Chair reminded all of the [IEEE-SA Copyright policy](#).
- No Patent or Copyright issues reported.

7. Participant behavior

- Chair reminded all of the [IEEE Behavior – Individual Method](#) principles.

8. Chair's Remarks

Indicated that consistent use of Cambria Math font resulted in incorrect symbols being displayed. Several work-arounds were implemented, occasionally inserting superscripted space to prevent 'collisions' in the text displayed.

Where symbols are used the document uses symbol font; for variables the Cambria Math font was used. This may result in visible discrepancies in the spacing of characters. The WG agreed that the discrepancy was not significant.

9. Continue review of draft.

All section/bullet numbers are based on the D15 number.

Per previous minutes, the WG was to next begin resolving comments tabled during the initial pass through the document.

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Updated the Working Group name to IEEE SA Quantities, Units, and Symbols Committee.

a) D15: 5 – Alphabets and typography

Example of C_p given in which 'p' indicates the word 'pressure' not a variable, such that by the rules provided in 5, the 'p' is upright roman, not italicized. This is consistent with IEEE Std 280. Determined to change 'at constant pressure p' to 'at constant pressure' – omitting the 'p' which implies a variable.

b) D15: 5 – Alphabets and typography

Corrected missing references by adding bibliographic entries for ISO 80000-2, and ISO 80000-13.

c) D15: 6 – Remarks concerning quantity symbols

Deleted this section; 4.1 already directs reader to IEEE Std 280.

d) D15: 7 - Remarks concerning unit symbols

Deleted this section; 4.2 already directs reader to IEEE Std 260.1.

e) D15: 9 – Reference documents

Changed to 'Convergence of industry conventions.

f) D15: 9 – Reference documents

Changed from modern textbooks to textbooks. Also determined that the section should be moved to informative annex.

g) D15: 11 – Signs and Symbols

removed capitalization from Arithmetic.

h) D15: 11.2 – General to Table 2, column 2

WG rejected comment to add UniCode value in Sign or Symbol column. Also applies to other tables

i) D15: 11.2.1 – table entry

WG accepted what appears to be slightly inconsistent spacing.

j) D15: 11.2.25, 11.2.26 – table entry

removed text observing 'also used (preferably in upright form) with numerals to denote arc minute(s)|arc second(s).

k) Stopping point: D15: 11.2.37 – [midline horizontal ellipsis]

not yet resolved.

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10. Next Meeting – Per poll

11. Adjourned at 1:00 pm (pst).

Reported by,
John Webb
P260.3 Acting Secretary