IEEE P2023 Working Group

Meeting Minutes

15 May 2020

9 AM – 10 AM EDT

WG Chair: Lee Stogner

WG Secretary: TBD

1. Call to Order
	1. The meeting was called to order by the Chair at 9:05 AM.
2. Roll Call and Affiliation

Lee Stogner (0xSenses), Yu Yuan (0xSenses), Ray Sheen (Shanghi Univ.), Johnny Lin (Anhubao), Hui Ding (Chaincomp), Allen Chen (SDR for IES/SC) and Vanessa Lalitte (IEEE SA, staff liaison)

1. Approval of agenda
	1. Ray Sheen moved to approve the agenda. It was seconded by Allen Chen. All were in favor.
2. Approval of previous meeting minutes
	1. Ray Sheen moved to approve the minutes. It was seconded by Allen Chen. All were in favor.
3. Establishment of Vice Chair
	1. Ray Sheen was accepted as Vice Chair.
4. Establishment of Secretary
	1. Deferred to the next mtg as Chair will work to get position filled.
5. IEEE Patent Policy
6. The Chair made a call for potentially essential patents. No patents were disclosed.
7. IEEE Copyright Policy
	1. The copyright slides were shown.
8. Technical Presentations & Discussion
	1. Lee Stogner & Ray Sheen presented Draft definition of Digital Transformation & Draft outline of P2023 – Presentations can be found [here](https://ieee-sa.imeetcentral.com/p2023/folder/WzIwLDExOTQ5NTkyXQ/WzIsNzA4Nzg1MTRd/).
		1. As part of the discussion the following definition from the previous meeting was revisited as being more favorable: *Digital Transformation is the integration of three developing trends and capabilities.  First is the adoption of advanced digital technologies such as IoT, AT, Big Data, Digital Twin, VR/AR/MR/XR, Blockchain, etc.  Second is the reformulation of business platforms and processes to operate in a lean, resilient and real-time collaborative manner with customers and supplier networks.  Third is the shift in workforce engagement to operate using virtual and boundaryless teams.  The result is to significantly improve operations or disruptively enable new business models.*
		2. SIC codes discussed can be viewed [here](https://www.naics.com/sic-codes-industry-drilldown/).
	2. Takeaway: Ray will input codes and definition into the draft template’s table of content to aid in work assignments for the WG members.
9. Action Item for Next Meeting
	1. The WG will explore avenues to generate interest to increase membership and bring to the table for discussion at the next WG meeting.
10. Next Meeting
	1. Scheduled for 12 June, 2020 via WebEx.
11. Adjournment
	1. Chair adjourned the meeting at 10:02 AM.
	2. Minutes submitted by: Vanessa Lalitte, IEEE SA (staff liaison)