

IEEE P2794 Working Group – Meeting Agenda

Monthly Teleconference – 22 May, 2019, 16:00-17:30 CET (10-11:30am ET)

1. Call to Order [5 min]
 - 1.1. Introduction of officers and technical staff
 - 1.2. Introduction and Affiliation Declarations for any new attendees
 - 1.3. Roll call of all attendees (virtual, via chat window)
 - 1.4. Tabulation and declaration of quorum (as applicable)
2. Approval of Meeting Agenda [2 min]
3. Approval of Draft Meeting Minutes from Feb 26 & Mar 25 teleconferences [2-3 min]
4. Call for Patent Declarations [2 min]
5. Announcements [2-3min]
 - 5.1. **EMBC 2019 (Berlin) meeting deferred** on account of insufficient commitment to date. Will coordinate an informal meeting among WG members in attendance at EMBC
 - 5.2. **WG-affiliated workshop ACCEPTED for SMC 2019 (Bari, Italy, Oct 6-9)**. Please coordinate with Zach if interested in presenting your work.
6. Moderated Group Discussion [45 min]
 - 6.1. **Debrief from last meeting – WG communication & workflow challenges, and proposed strategies for resolutions**
 - 6.1.1. Scope of teleconferences, balance of discussion between teleconferences and iMeet discussion
 - 6.1.2. Workflow for resolution of disagreements
 - 6.1.3. Clarification on the role and criteria for passing a motion
 - 6.1.4. Question for discussion: what do WG members need (from WG leadership, and from other members) in order to stay positively engaged?
 - 6.2. **Identification of working sub-group domains.** Proposed focus areas include: EEG, intracortical interfaces, peripheral nerve interfaces, and neuroimaging – plus the horizontal integration (research aspects) group.
 - 6.3. Resume and resolve discussion of WG scope from previous meeting
 - 6.3.1. Definition of “Neural Interfaces” to fall within our standard
 - ➔ **Suggested Motion** to distinguish between *technological* scope of WG and epistemological (informational) scope.
 - ➔ **Suggested Motion** to define the *technological scope* of our WG as pertaining

to human and animal research involving the use of neural interfaces, defined as any systems that record and/or modulate biological signals of neurological origin...

- **For further discussion:** place limits on the ways in which the neuro-signals are *used* within the system? – E.g. biosignals for real-time system control vs. functional imaging/characterization vs. pure (functional) neuromodulation?

6.3.2. Define limits of “reporting requirements” with respect to influence on experimental methodology and NI system performance

- ➔ **Suggested Motion** to agree that our default stance will be agnostic with respect to experimental methodology (i.e. will refrain from definitive methodological recommendations).
- ➔ **Suggested Motion** for Standard to call on authors to provide clear rationale for all performance and outcome measures used, with reference to the availability and suitability of standard/validated measures in the area of inquiry.

7. Summary and Definition of Action Items for next meeting [3-5 min]

- ➔ **Suggested Motion** for action item for each technological “vertical” sub-group to identify the technology-specific needs for reporting standardization within their focus area
- ➔ **Suggested Motion** for action item for horizontal integration sub-group to conduct detailed review and gap analysis of existing research reporting guidelines with respect to neural interface technology

8. Solicitation of Additional New Business [2-3 min]

9. Adjourn