

Meeting Agenda – Working Group Kickoff Teleconference
IEEE P2794 – Reporting Standards for *In Vivo* Neural Interface Research

Meeting Date: Jan 22, 2018

Meeting Time: 16:00-17:30 Central European Time (UTC+1)/10:00-11:30 Eastern US

Meeting Agenda (Outline)

- Welcome and Introductions & Affiliation Declarations [5 min]
- Working Group (WG) Administrivia [10 min]
 - 1. Working Group Establishment
 - 2. Approval of the WG Policies & Procedures (P&Ps)
 - 3. Approval of Agenda
 - 4. Review of IEEE Patent Policy/ Call for Patents
 - 5. Introduction of WG Officers (Vice Chair and Secretary)
 - Addition of new members
 - Expectations and contributions of WG members
 - Overview of group resources
 - Working Group email list
 - iMeet Central Workspace
 - IEEE Standards Association Resources: MyProject, Standards Directory, etc.
- Background & Motivation for this Standard [10-15 min]
 - Clear problem statement
 - Overview of previous neural interface-related standardization efforts
 - Overview of existing publication guidelines
 - History of current working group as outgrowth of related IEEE-sponsored activities
- Featured Guest Presentation: BIOS neural interface platform technology [12 min]
- Scope of Work [15 min]
 - Overview and FAQs of standard WG process
 - Working Group timeline and deliverables
 - Long-Term objectives (intended down-stream effects from standard)
- Open Discussion [20 min]
 - Which neurotechnologies to encompass and focus on?
 - One standard, or family of standards?
 - Organization and delegation of group activities
 - Identification of key actions and next steps
- Any New Business
- Future Meetings
- Adjourn