

IEEE P2834 Working Group – Minutes of Meeting
28 March, 2022 / 5:00 PM – 6:00 PM (EST) via WebEx
WG Chair: Abdellah Touhafi

1. Call to Order
 - a. The meeting was called to order by the Chair at 5:05 PM EST.
 - b. The meeting was recorded on WebEx for drafting the meeting minutes only and is destroyed thereafter.
2. Roll Call and Disclosure of Affiliation
 - a. Carried out by short presentation of the attendees at 5.07PM.
3. Approval of Agenda
 - a. Small change was made to the agenda. The point indicated as ‘Nomination of Secretary’ is changed to ‘Secretary work’ since the PAR foresees that the secretary can be appointed by the chair and there is no need for nomination.
 - b. Terril Frantz moved to approve the agenda. It was seconded by Yousef Ibrahim. All were in favor.
4. Approval of Previous Meeting Minutes
 - a. Yousef Ibrahim moved to approve the previous meeting minutes. It was seconded by Hamadou Saliah-Hassane. All were in favor.
5. IEEE Patent & Copyright Policies
 - a. The Chair made a call for potentially essential patents. No patents were disclosed by attendees.
 - b. The copyright policy was presented. There were no questions or concerns.
 - c. Victor Huang appoints that there is an updated specification which also includes aspects related to other infringements.
6. Secretary work
 - a. The chair informs the workgroup that he has lost communication with the appointed secretary of this workgroup. The chair will further try to get back into communication with the secretary and in case he fails at re-establishing the communication, a new secretary will be appointed.
7. Technical Presentation & Discussions
 - a. Update IEEE P2834 draft process: Abdellah Touhafi
 - An update is given about the progress.
 - First the global idea and approach has been presented as a reminder on the vision we have developed to go forward.
 - During the presentation of the different security and trustability topics to be handled and the persons involved, the chairman points out that we have new members volunteering in the P2834 draft group being: Andrea Peña (PhD student of Maria Petrie), Majed Almaleky (PhD student of Abdellah Touhafi) and Prof. Sergio Martin.
 - The drafting group had 5 meetings between January and middle of March. At least two meetings will be planned in April and May.
 - The next goals are to challenge the work done by presenting our efforts at a conference and to define the simple use-cases.
 - The workgroup has created a mind map for better insights in document development. The content of the mind map and its structure has been explained to the members.

- Yousef Ibrahim and Maria Petrie remark that it would be good to have the standard also integrating the perspective of the recipient which is (typically) the student in respect to the pedagogical, psychological and philosophical aspects of the delivery.
- b. Project proposal: Request for Funding a Standards-Related Activity from the Technical Activities Board Committee on Standards (TAB CoS) Standards Association Discretionary Fund. Title: Challenge for secure and trusted learning standards
- c. LTSC WG Chairs: P2834 WG will report monthly in a spreadsheet to the LTSC WG Chairs.

Action Items

	SI no.	Action Item	Owner	Due
	1	Formalization of student engagement in this WG	Larisa Dunai ,Hamadou Saliah-Hassane, Johan Martinez Barja and Abdellah Touhafi	Permanent action.
	2	Apply to funding possibilities provided by Education Society Governing board or other funding bodies. Mainly to help students that are involved in the standard development to get some funding to attend conferences (registration, publication and travel costs).	Larisa Dunai ,Hamadou Saliah-Hassane, Johan Martinez Barja and Abdellah Touhafi	Permanent action.
	3	Research on conferences in which the scientific principles used for the standard can be published	Larisa Dunai ,Hamadou Saliah-Hassane	Permanent action

8. Adjourn

Meeting was adjourned by the WG Chair at 6:10 PM EST

Meeting Attendees and Affiliation

1. Amine Berqia, UM5, Rabat Morocco.
2. Andrea Pena; Florida Atlantic University, USA
3. Abdellah Touhafi - Vrije Universiteit Brussel, Belgium, P2834 WG Chair
4. Cheng-Jen (Allen) Chen, IES Standards TC Chair
5. Emilio Werner , Federal Univ. of Santa Catarina, Brazil
6. Hamadou Saliah Hassane - TECHNOSULT Inc., Université TÉLUQ Canada
7. Hajar Bennouri, UM5, Rabat Morocco
8. Johann Marquez-Barja, Universiteit Antwerpen,Belgium, P2834 WG Treasurer
9. Larisa Dunai, Universitat Politècnica de València, Spain, P2834 WG Vice Chair
10. Luis Felipe Zapata-River, EDU/SC Chair
11. Majed Almaleky, Vrije Universiteit Brussel, Belgium
12. Maria M. Larrondo Petrie; Florida Atlantic University
13. Martin Llamas, Universidade de Vigo, Spain, President Elect EDU-SC
14. Terril Frantz, Harrisburg University of Science and Technology, Pennsylvania
15. Victor Huang, IES/SC Vice Chair
16. Yousef Ibrahim, VP-Membership IES