

IEEE P7001 Working Group
Meeting Agenda
20 March 2017 / 9:30 AM – 10:30 A.M. EST
Teleconference

1. **Call to Order and Welcome** – Meeting was called to order 9:30am ET
 - Introductions
2. **Roll Call / Affiliations**
 - Affiliation Declarations – Went through introductions and affiliations declarations. Michael Kipness explained what is meant by affiliation.
3. **IEEE Patent Policy**
 - Call for Patents – Michael Kipness read the essential patent slides
4. **WG Policies and Procedures (P&P)** - Michael Kipness explained the WG is under IEEE-SA VT/ITS and follows its P&Ps for WGs.
5. **WG Officers Requirements** – Michael Kipness went through the WG officer requirements with the attendees.
6. **Review draft outline** – The Chair went over the draft outline with the attendees .

Title, Scope and Purpose of PAR - Discussed the Title, Scope and Purpose of the PAR
Objective of the Working Group - The Chair explained the objective of the WG to the attendees
7. **Technical Discussion** – The attendees brainstormed possible sections for the standard.
8. **Next meeting(s)** – via Webex/teleconference, 24 April, 9:30 am ET
9. **Adjourn** –

Meeting was adjourned 10:35am ET

Attendees: Alan Winfield(Chair) – University of the West of England, Bristol
Andreas Theodorou- University of Bath
Joanna Bryson – Self
Michael Kipness- IEEE-SA
Nell Watson – Singularity University
Takashi Egawa – NEC
Don Winieki – Boise State University
Edson Prestes - Federal University of Rio Grande do Sul