

**P260.3 Working Group
Minutes of March 9, 2023 from 10 AM to 12 PM PST
Web Teleconference Meeting**

1. Call to Order

Call to order at 10:03 AM (PST).

2. Appointment of Secretary

Doug Edwards appointed as secretary.
Appointment position.

3. Role Call of Attendees

Last, First Name	Affiliation	Present	Request WG Voting Membership
Curey, Randy (Chair)	Northrop Grumman	Yes	Yes
Balma, Peter	Retired, Self	Yes	Yes
Brown, Richard	NPL	Yes	Yes
Edwards, Doug (Secretary)	Siemens	Yes	Yes
Flowers, Keith	Siemens	Yes	Yes
Shirley, Eric	NIST	Yes	Yes
Webb, John	ABB	Yes	Yes

All present expressed they would like to be a member of the Working Group (WG).

4. Approval of Agenda

No objections. Approved by consent.

5. Call for Patents / Copyright

- IEEE-SA Patent policy reviewed.
- IEEE-SA Copyright policy reviewed.
- No Patent or Copyright issues reported.

6. Participant behavior

- IEEE-SA Participant behavior policy reviewed.

7. Chair's Remarks

Thanks for joining this WG activity.

With the use of equation editing, the document will include Macros. As emailing files which include macros often result in company filters blocking the emails, plans are to:

- Share drafts via PDF files
- If WORD documents are needed by WG members, Chair will manage "work around" via ZIP files and his company's encrypted file transfer system.

8. Start review of initial draft

Couple of documents were shared to WG:

- Draft P260.3/D00
- Original 260.3-1993
- P260.3 PAR

- a. Skipped review and revision of Keywords, Frontmatter, and Introduction for now – future task.

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- b. Confirmed Scope and PAR matched between Draft D00 and the PAR.
- c. 4. Letter Symbols – Updated to “A symbol represents a *quantity*, an *unit*, or an *operation* and is therefore, independent of language.”

For the examples:

Changed to separate bulleted statement for each example.
Wording in the examples updated.

- d. 4.2 Unit symbols
Added reference to IEEE Std 280.
- e. 5. Alphabets and typography
First paragraphs text was good.
Various examples reviewed and updated.

For the examples, kept original P260.3-1993 text of
e eccentricity of a conic section.

- f. NIST Digital Library of Mathematical Functions URL: <https://dlmf.nist.gov/> provided to group for reference.
- g. Table item 11.5.2.2.7 arcsin: The use of \sin^{-1} is currently not used.
This needs further discussions.
Other similar inverse functions arccos, arctan, arcctn, arcsec, and arccsc will be reviewed and updated.
- h. Next meeting – Pickup review of superscripts and subscripts in the various examples.

9. Next Meeting

March 23, 2023 – Target is to stay with the time slot.
10 am to 12 pm Pacific (Daylight Savings) Time
1 pm to 3 pm Eastern (Daylight Savings) Time
5 pm to 7 pm, GMT (still Standard Time)

10. Adjournment

Meeting adjourned at 12:05 PM (PST).

Reported by,
Doug Edwards, Siemens
Secretary