

IEEE Signal Processing Society Channel Sounding Working Group

Meeting Agenda (draft) for Thursday, November 17, **11:00 am – 12:00 pm ET** via teleconference

1. Call to Order – **meeting was called to order by Working Group Secretary at 11:00 am**
2. Introduction and Affiliation Declarations – **all members provided their affiliations on the Google form and attested to having read the IEEE policies. However, quorum was not established so the members agreed to proceed with an ad-hoc meeting.**
 - a. Please provide name, email, affiliation on Google form
 - b. Please attest to having read the IEEE policies on copyrights, behavior, and patents
 - c. Establish Quorum
3. Approval of Agenda – **no action taken to approve the agenda**
 - a. Mover
 - b. Seconder
 - c. Discussion
 - d. Result (approve, disapprove, abstain)
4. Approval of Previous Meeting Minutes – **no action was taken to approve previous meeting minutes**
 - a. Mover
 - b. Seconder
 - c. Discussion
 - d. Result (approve, disapprove, abstain)
5. IEEE Patent and Copyright Policies – **no action was taken to review IEEE policies**
 - a. Review if necessary
 - b. Call for patents
6. Discussion Topics:
 - a. Asilomar conference paper on ``Wideband Synthetic Aperture Test Bed for Intelligent Reflecting Surfaces''
Peter Vouras presented slides from recent conference paper.
7. New Business – **no new business reported**
8. Future Meetings
 - a. Tentative date for next meeting is January 2023 – **Working Group Secretary reiterated January meeting timeframe**
9. Adjourn – **meeting adjourned at 11:51 am ET**