**IEEE Signal Processing Society**

**Synthetic Aperture Radiometry Study Group**

Meeting Minutes for kick-off July 20, 2022, 11:30 am-12:30 pm ET via teleconference

Recorded by Aly Artusio-Glimpse, NIST

1. Meeting called to order at 11:32 a.m. ET
2. Attendance and affiliations [recorded](https://ieee-sa.imeetcentral.com/p/aQAAAAAE9rMB)
3. Motion #1: Approval of [agenda](https://ieee-sa.imeetcentral.com/p/aQAAAAAE9rq_)
	1. Moved: Peter Vouras, US DoD
	2. Seconded: James Gilb, GA-ASI
	3. Discussion: None
	4. Result: Unanimously approved
4. IEEE SA Policies presented by Peter Vouras
	1. [Call for Patents](https://mentor.ieee.org/myproject/Public/mytools/mob/slideset.pdf)
	2. [Copyright Presentation](https://standards.ieee.org/wp-content/uploads/2022/02/ieee-sa-copyright-policy.pdf)
	3. [Participant Behavior Presentation](https://standards.ieee.org/wp-content/uploads/import/documents/other/Participant-Behavior-Entity-Method.pdf)
5. Discussion Topics
	1. Procedural Items
		1. Review and acceptance of [Common Working Group Policies & Procedures](https://ieee-sa.imeetcentral.com/p/aQAAAAAE9rHc) completed
		2. Review of [New Project Authorization Request (PAR) for synthetic aperture radiometry](https://ieee-sa.imeetcentral.com/p/aQAAAAAE9rHX) standards development project completed
	2. Committee Program
		1. [Plans for 2022](https://ieee-sa.imeetcentral.com/p/aQAAAAAE9mjy) outlined
	3. Other discussion
6. New Business
	1. Proposed workshop wherein experts from the field will speak and educate the study group in its development of the PAR. Anticipate early fall.
	2. Call for Vice Chair and Secretary volunteers
		1. Vice Chair – Corina Nafornita, volunteered
		2. Secretary – Aly Artusio-Glimpse, NIST volunteered and James Gilb, GA-ASI volunteered to serve as back-up secretary
	3. Documents for this Study Group will be shared via [iMeet Central](https://ieee-sa.imeetcentral.com/saradiometry/home). Anyone who has difficulty accessing this resource can contact Aly via email for assistance.
7. Future Meetings:
	1. The next meeting time and date will be announced via email.
8. Meeting adjourned at 12:32 p.m. ET