**IEEE Signal Processing Society**

**Synthetic Aperture Radiometry Working Group**

Minutes for kick-off meeting March 02, 2023, Time 11:00 AM ET via teleconference

Recorded by Aly Artusio-Glimpse, NIST

1. Called to order at 11:03 a.m. ET
2. Introductions and affiliations
   1. [Quorum established](https://ieee-sa.imeetcentral.com/p/aQAAAAAFB1Zj)
3. Motion #1: Approval of Agenda
   1. Mover: James Gilb, GA-ASI
   2. Seconder: Peter Vouras, US DOD
   3. Discussion: none
   4. Result: unanimously approved
4. Discussion Topics
   1. [Structure and Operation of Working Group](https://ieee-sa.imeetcentral.com/p/aQAAAAAFBET7) (Brian Sequeira, JHUAPL)
      1. Motion #2: Establish 3-person committee led by James Gilb, GA-ASI to address WG policies and procedures and present recommendations to the WG for approval.
         1. Mover: Peter Vouras, US DOD
         2. Seconder: Aly Artusio-Glimpse, NIST
         3. Discussion: none
         4. Result: unanimously approved
   2. [Proposed scope of Recommended Practice](https://ieee-sa.imeetcentral.com/p/aQAAAAAFBZS9) (Corina Nafornita, PUT)
5. New Business
   1. None
6. Future Meetings
   1. Anticipated same date at next IEEE SPS SASC meeting. Details will be emailed.
7. Motion #3: Adjourn at 11:59 a.m. ET
   1. Mover: Peter Vouras, US DOD
   2. Seconder: James Gilb, GA-ASI
   3. Result: unanimously approved