**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