

Prepared by: J. Blair

The meeting was held at NIST in Boulder, Colorado on 2 February 1999.

In attendance were:

<u>Name</u>	<u>Organization</u>
Nick Paulter	NIST
Jerry Blair	Lockheed Martin Nevada
Angus Foster	Hewlett Packard

1. The meeting was called to order by the Secretary, Jerry Blair. The Chairman, Otis Soloman, was unable to attend because of a last minute family emergency.
2. We reviewed the agenda, attached, supplied by Otis through the Dick Kromer Courier Service.
3. The two people in attendance, other than myself, are not yet on the mailing list, because I have yet obtained a new password to enable me to update the list. I will attempt to resolve this by February 5. Anyone can use the mailing list by addressing e-mail to [stds-181@ieee.org](mailto:stds-181@ieee.org).
4. We discussed communications and draft editing. Those in attendance felt that we should do more by e-mail correspondence and the web site than in meetings. We also thought that the draft should be divided into pieces, with different volunteers responsible for updating each piece. I will attempt to cause this to happen. Nick volunteered to maintain the figures and the annex.
5. I will solve the problem of the equations not being correctly converted to PDF as soon as possible and get a corrected version of the draft on the web. The problem appears to be with Word 98 on the Mac.
6. We discussed the topic of how entries appear in the IEEE dictionary. Definitions are taken directly from standards. Our definitions are very short and count on the reader having read preceding parts of the standard to understand them. Our definitions are clarified with figures, but the same figure is used for several terms. How to handle this in the IEEE dictionary is not clear.
7. One of the elements missing from the current draft (Version 41) is the discussion and definitions associated with waveform parsing. The standard appears to be near completion except for this. I will contact Dan Knierem and try to persuade him to produce a few paragraphs on this as soon as possible.
8. Nick will obtain copies of the IEC version of the existing standards; I will send him the information on how to get them.
9. The meeting was adjourned.

**Agenda for Subcommittee on Pulse Techniques**

**Otis Solomon**

**Boulder**

February 3, 1999  
Revised

1. Discuss communication and draft editing. I prepared the new draft due Dan's heavy workload. Jerry updated our website. Jerry is the owner of the SCOPT email list now. I attached copies of the SCOPT home page and SCOPT private area. The URL for the SCOPT website is <http://ieee.org/groups/181>. Some of the equations and numbering are incorrect on the website. I think that the conversion from Word 97 to PDF is the problem. I plan to acquire a converter and experiment to fix the problems.
2. Bob Rassa requested a short write-up of 1 to 3 paragraphs about SCOPT for a special issue of I&M Magazine. I attached copies of Bob Rassa's request. I plan to reply on February 8. I will consider any material suggested at the meeting for inclusion in the summary.
3. Discuss how entries appear in the IEEE Dictionary, Sixth Edition, IEEE Std 100-1996. I thought our members might want to review some of the definitions from the previous pulse standards in the dictionary again. If one is not careful, the definitions appear incomplete when not included with the rest of the standard.
4. Discuss new draft.
5. Discuss algorithms.