

**PROPOSED AGENDA
IEEE P1583 / P1622**

**Conference Call
Number: 800-437-9519
Meeting Code: 369896-229**

**February 20, 2003
9:00 AM – 10:10 AM ET**

- | | |
|---|----------|
| 1. 9:00 - 9:03 Call to Order & Introductions | Chair |
| 2. 9:03 - 9:05 Review & Approval of Agenda | |
| 3. 9:05 – 9:15 Ballot Status & Plans | Fletcher |
| 4. 9:15 – 9:35 Task Group Leader Reports | |
| a. Security | Williams |
| b. Software | Deutsch |
| 5. 9:35 – 9:45 New Sections | Chair |
| a. Annex with comparison of VSS 2002 to P1583 | |
| b. Annex regarding historic field issues addressed in P1583 | |
| 6. 9:45-9:50 Project Schedule | McClure |
| 7. 9:50 – 9:55 Change to Operating Procedures | Chair |

1.2 Removal of working group members: Membership is retained by participating in at least one out of the last three working group meetings. Membership may be lost if two of the last three letter ballots are not returned, or are returned with an abstention other than "lack of technical expertise." This rule may be excused by the working group chair if the individual is otherwise an active participant.

When a ballot pool is used, members who volunteer to participate in the ballot pool are expected to return their ballot in a timely fashion. Any member who does not return their ballot by the deadline and still does not respond after 2 reminders will be barred from all future ballots. To restore ballot privileges an individual must request their restoration and the request must be approved by majority vote of the committee.

If members are unable to attend meetings, they can maintain their membership by participating by correspondence. This correspondence must include significant, written contributions that are technically relevant to the working group or its task groups. These contributions shall be submitted to the working group chairperson at least two weeks

before the meeting where it is to be discussed so that it can be distributed and added to the agenda by the secretary. A member, who is dismissed because of not meeting the above requirements, may be reinstated after 6 months. They will be reinstated by the same procedures as a new candidate for membership.

8. 9:55-10:10 P1622

Hogzett

9. 10:10 Adjourn

Next Call: March 6, 2003 at 9:00 AM ET