

**Meeting Agenda**

28 January 2021

Teleconference

*Times are given as Eastern Time, and, except for the Call To Order, all times are approximate and for guideline purposes only.*

DAY 1: Thursday, January 28, 2021				
Item	Title	Duration	Start time	Stop time
1	<b>Call to Order</b> – Appoint Recording Secretary – Introductions / Declarations of affiliation – Goals for this meeting	0:05	7:00 PM	7:05 PM
2	<b>Approval of the agenda</b>	0:02	7:05 PM	7:07 PM
3	<b>Approval of previous meeting minutes</b>	0:00	7:07 PM	7:07 PM
4	<b>IEEE Patent Policy</b> – Call for Patents	0:05	7:07 PM	7:12 PM
5	<b>Comment Resolution (M. Hajduczenia)</b>	1:00	7:12 PM	8:12 PM
6	<b>Review Gaps in Draft</b>	0:05	8:12 PM	8:17 PM
7	<b>TF closing report (K. Noll)</b> – Motions – Work plan and action items – Next meeting	0:05	8:17 PM	8:22 PM
8	<b>Unfinished business</b>	0:02	8:22 PM	8:24 PM
9	<b>New business</b>	0:02	8:24 PM	8:26 PM
10	<b>Adjourn</b>	0:02	8:26 PM	8:28 PM