

Biweekly teleconferences are on Thursdays at 10 a.m. Eastern.

Antitrust and IP awareness

1. This is a TECHNICAL committee. Please familiarize yourself with [these antitrust and IP guidelines for IEEE meetings](#).
2. Report the existence of any patent claims that might be essential to implementers of any proposed standards (Potentially Essential Patents):
 - Speak up now, or
 - Report any essential patents of which you are personally aware to the Chair, or
 - Cause a Letter of Assurance to be submitted to the IEEE-SA

Guidelines for IEEE-SA Meetings

- All IEEE-SA standards meetings shall be conducted in compliance with all applicable laws, including antitrust and competition laws.
- Don't discuss the interpretation, validity, or essentiality of patents/patent claims.
- Don't discuss specific license rates, terms, or conditions.
 - Relative costs, including licensing costs of essential patent claims, of different technical approaches may be discussed in standards development meetings.
 - Technical considerations remain primary focus
- Don't discuss or engage in the fixing of product prices, allocation of customers, or division of sales markets.
- Don't discuss the status or substance of ongoing or threatened litigation.
- Don't be silent if inappropriate topics are discussed ... do formally object.

If you have questions, contact the IEEE-SA Standards Board Patent Committee Administrator at patcom@ieee.org or visit <http://standards.ieee.org/about/ieeeipetcom/index.html>

See IEEE-SA Standards Board Operations Manual, clause 5.3.13 and "Promoting Competition and Innovation: What You Need to Know about the IEEE Standards Association's Antitrust and Competition Policy" for more details.

Call for Potentially Essential Patents

If anyone in this meeting is personally aware of the holder of any patent claims that are potentially essential to implementation of the proposed standard(s) under consideration by this group and that are not already the subject of an Accepted Letter of Assurance:

- Either speak up now or
- Provide the chair of this group with the identity of the holder(s) of any and all such claims as soon as possible or
- Cause an LOA to be submitted

IEEE STANDARDS ASSOCIATION



Agenda (updated 3 January):

- Roll Call of Working Group Members
 - You can now go into the [roll call document](#) and update your attendance.

Old Business

- Repeat Announcements:
 - Next meeting 17 January
 - AIS2 documentation
 - Final Manuscripts were due January 3
 - Proceedings being compiled, due out early January
 - Bob has a draft ready to circulate to the editing team.
 - Bob requests a 2-3 sentence bio for authors on KP's paper
 - Each of the major sections of the proceedings has a notes section at the end where the editing team (plus the notes kept contemporaneously) will be added in and smoothed out by Bob
 - HCII AIS conference (July 26–31, 2019)
 - ~~Three~~ two standards sessions
 - Conceptual Models
 - Interoperability & Competency Modeling (recently pushed together)
- Officer Reports:
 - Vice Chair (Eric Domeshek)
 - Nothing new to report
 - Secretary Report (Drew Hampton)

- Nothing new to report
- Treasurer Report (Jody Cockroft)
 - Still in the black.
 - Nothing new to report.
- Recruiting Coordinator Report (Ben Goldberg)
 - Not present
- Collaboration – ICICLE Report (Avron Barr)
 - Reminder about ICICLE conference at Arlington, VA, May 20–23
 - Expect to hear more soon.
- Collaboration – IEEE 9274 Report (Andy Johnson)
 - The 9274.1.1 Group approved the SHOULD* report, meaning that once the editing process begins, they will make these changes and propagate throughout the spec.
 - The group also approved (and I have executed since) the sending of a request from industry of the impact/adoption of the ensuing changes from the SHOULD* report.
 - Every product that shared info with us on the ADL LRS Test Suite was contacted.
 - Correspondence and Results will be kept private to individual organizations, but the results will be shared collectively (targeting February).

New Business:

- Affiliated conferences
 - HCII AIS Conference is an affiliated IEEE P2247 conference
 - Bob Sottolare is working with I/ITSEC to propose an IEEE track composed of four special events at I/ITSEC 2019
 - Conceptual modeling of AIS
 - Interoperability standards for AIS
 - Best practices for evaluation of AIS
 - Learning Engineering as an academic goal and career path
 - All currently occupy a single day, but there is capacity for expansion for multiple days or multiple tracks on the same day.
 - If you want to influence how this is structured before Bob pitches in March, please contact him at bob.sottolare@soartech.com
 - Additional candidate conferences have been proposed and will be put before the working group for discussion next telecon (Jan. 17)
- Global Access to LTSC Working Groups—LTSC set up a leadership telecon to discuss strategies to enhance the access for China and other Asian countries to our IEEE standards groups.
 - Meeting this afternoon among some members for targeted discussion.
 - More to report soon.
- Subgroup on a Conceptual Model for AISs— PAR approved June 2018

- Committee report on conceptual modeling of AISs— Anne Knowles
- The AIS Ontology sub-committee met Jan 2nd (A.Knowles, J. DeFalco, KP Thai).
- So far, we have developed a working definition of “learning” and a working definition of “AIS” to ground the ontology.
- The next step is to identify the next layer of the ontology.
- The AIS community may view the Google Drive working space at <https://drive.google.com/drive/folders/1LkmJ29SVIcVHylrzXjGEvhttBZSLLMtT?usp=sharing> if desired.
- Avron suggests posting details of the existing PAR to have more transparency and input from interested parties within the working group.
- Looking for candidates for subgroup chair— contact Bob Sottolare at bob.sottolare@soartech.com
- Subgroup on Interoperability Standards for AISs—PAR in and awaiting feedback and approval from LTSC
 - PAR 2247.2 Draft is up on the IEEE WG collaboration site at: PAR 2247.3 Draft is up on the IEEE WG collaboration site at: <http://sites.ieee.org/sagroups-2247-1/documents/2019/01/par-2247-2.pdf>
 - Looking for candidates for subgroup chair— contact Bob Sottolare at bob.sottolare@soartech.com
- Placeholder
- Subgroup for Best Practices for the Evaluation of AISs—PAR in and awaiting feedback and approval from LTSC
 - PAR 2247.3 Draft is up on the IEEE WG collaboration site at: PAR 2247.3 Draft is up on the IEEE WG collaboration site at: <http://sites.ieee.org/sagroups-2247-1/documents/2019/01/par-2247-3.pdf>
 - Looking for candidates for subgroup chair— contact Bob Sottolare at bob.sottolare@soartech.com
- Richard Tong
 - His team is planning to have a federated conference with 32nd AAI Conference in Hawaii
 - Still committed to host dinner and have a conference room for sessions
 - Looking for confirmations from the AIS side to see what are the agendas and what we want to address face-to-face.
 - Bob says we will send out a message asking the AIS members to confirm. Members should please inform Richard ASAP for planning purposes.
 - Potential to include some discussions on interoperability with different professional backgrounds.

How to join the telecon...* If you have a join.me account or want to sign up, please go to: join.me/IEEE-CAIS (need to login) If you want to join as a guest, go to join.me, and use Conference ID: 854-669-751 to join the meeting (anonymous login, but asks for your name later)

- Dial this number for voice: +1.646.307.1990 If you want to present, you will need to either: download the join.me app so I can pass control to you OR I can flip slides for you if you email me your presentation by 0800 on Thursday.

(Note: some people have issues logging into Roll call document as they cannot access Google. If this is the case for you, please contact another member to confirm your attendance.)