

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 19 December):

- 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 3 January, 17 January
 - AIS2 documentation
 - Final Manuscripts due **today (Dec. 20)**
 - Proceedings being compiled, due out early January
 - HCII AIS conference (July 26–31, 2019)
 - Final, camera-ready papers due Feb. 1.
 - Three standards sessions
 - Conceptual Models
 - Interoperability
 - Competency Modeling
- Officer Reports:
 - Vice Chair (Eric Domeshek)
 - Nothing to report.
 - Secretary Report (Drew Hampton)
 - IEEE registration page is fixed
 - Unable to recover the 22 people who registered before the fix was implemented.

- Manually comparing lists from old site and current list to send out an invite and see who wants to join still.
- Treasurer Report (Jody Cockroft)
 - Still in the black
 - Life is good.
- Recruiting Coordinator Report (Ben Goldberg)
 - Absent
- Collaboration – ICICLE Report (Avron Barr)
 - Conference will be May 20-23 in Arlington, VA
 - Registration is open
 - Government employees should talk to their payment officers first because the site uses PayPal and will be rejected by default.
- Collaboration – IEEE 9274 Report (Keith Brawner)
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New Business:

- Affiliated conferences
 - AIAED, China
 - Can get specific track / conference room dedicated to us
 - ASU GSV, April 8-10 San Diego, CA
 - Richard definitely going and has a room for the week.
 - I/ITSEC
 - Trying to convince them to provide us with a room
 - If we can for a sufficient amount of time, we could open up some learning engineering meetings, or potentially other IEEE meetings besides AIS.
 - A week is best, a day would still work.
 - Working with Matt Sprole.
- Subgroup on ontology
 - AIS Ontology sub-committee met Dec 19th (A. Knowles, J. DeFalco, KP Thai). Discussion centered around a definition of “learning” for AIS ontology purposes.
 - We selected a base definition and are tailoring it to conclude the define learning task (phase 1).
 - Our next task is to start defining adaptive instructional systems (phase 2).
 - Next meeting is Jan 2nd.
- From Avron
 - Lots of commercial activity in AISs in China* (successful)
 - Richard asked attendees if they were interested in AIS WG in China and there was a lot of interest (filling up a WeChat room immediately) (See minutes from Dec. 6).
 - No official plan in place to bring those resources in.
 - Perhaps a smaller telecon to bounce ideas around in early January.
 - *China is focused on K-12 (Europe more focused on higher ed).
- Ben Bell

- Was a session chair for HCII AIS (on Adaptive Agents for Adaptive Instruction: Teaching Old Agents New Tricks) but removed by error
- Has four papers corralled but needs one more for a full session to be added in.
- Requests one more paper to round out.
- Bob volunteers to be co-author
- Jessie Chuang: Is there a document repository for all technical specifications?
 - Yes. The IEEE site has a document library
 - We will accept architectural descriptions from members, that would be open for discussion from the group.
 - We have no finalized constraints on what makes an AIS (conceptual model) to request papers on implementation strategies. This is a goal.
 - Question about facial recognition and other high-tech tools
 - Not specified as yet
 - Offering specs on products commonly used in this or related areas could provide us with use-cases to help standardize what does or does not fall under the umbrella of AIS.
 - Is it a good time to call for concept papers?
 - Preference for the moment is to present ideas verbally during telecons to explore what deserves further consideration.
 - Bob suggests she put together a concept paper that we could discuss at one of the telecons.

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)