IEEE Magnetics Society Standards Committee (MG/SC)

2nd Meeting Minutes

31 May 2023

9.30 to 10.46 AM EST

Webex meeting

Philip Pong, SC Chair

1. **Call to Order**
* Philip Pong, Chair, discussed the instructions for the chairs of standards development activities and IEEE SA copyright policies.
* A call for participation regarding patent claims was initiated. No claims were raised from the participants.

1. **Introductions and Declarations of Affiliation**
* All the meeting participants introduced themselves through the chat box.
* Philip Pong, Chair, discussed the goals of the meeting.
* Checked for the presence of a quorum. 13 out of 24 voting members attended the meeting. Hence quorum was present.
1. **Approval of Agenda**

Motion #1:

* Move to approve the Agenda, IEEE Magnetics Society Standards Committee (MG/SC) Meeting Agenda - 31 May 2022.
* Motioned by: Mingzhong Wu
* Seconded by: Michael Devine

Motion unanimously approved

1. **Approval of minutes from the previous meeting**
	* Motion #2

Move to approve the minutes of the previous meeting held on 27 October 2022.

* Motioned by: Michael Devine
* Seconded by: Masahiro Yamaguchi

 Motion unanimously approved

1. **Report from chair**
* Philip Pong, Chair, gave a detailed report on the events organized so far, the selection of technical subcommittees officers, discussions with the Editor in chief of the Transaction on magnetics regarding the possibility of publications, and possibilities of seed funding.
* Philip Pong, chair, discussed the PAR submitted to the IEEE Standards Committee – PAR number P3387, WG chair- Philip Pong.
1. **Formation of technical subcommittees, chairs, and officers' appointment**
* Five technical subcommittees listed below are formed and the following officers are appointed by the chair.
* Spintronics & recording:

 Chair: WeigangWang, University of Arizona

 Vice-Chair: Gen Yin, Georgetown University, USA

* Power, energy, machine, and environment

 Chair: YunpengZhang, Shanghai University

 Vice-Chair: Joao Filipe Horta Belo da Silva, Universidade do Porto, Portugal

* Sensors, communications, instrumentation, and measurement

 Chair: Philip Keller, MetrolabTechnology

 Secretary: Mahmoud Rasly, Central Metallurgical Research and Development Institutes, Egypt

* Materials and phenomena

 Chair: Michael Devine, Adams Magnetic Products

 Vice-Chair: JiayanLaw, University of Seville, Spain

 Secretary: Sanjeev Gautam, Panjab University, Chandigarh, India

* Bio, interdisciplinary, and emerging topics

 Chair: Cindi Dennis, NIST, USA

1. **Technical topics of Technical Subcommittees (content and boundary)**
* Malia Zaman, IEEE Senior program manager, presented examples of what the scope and role of subcommittees should look like.
* A brief discussion is conducted on the scope of each committee. It was concluded that by the next meeting, each committee will discuss and decide the scope without overlapping each other.
* Daniel Gopman, the Vice-chair, will help to coordinate the above task.
1. **Work scope and future actions of Technical Subcommittees**
* Philip Pong, Chair, briefly discussed the scope and possible future action of technical subcommittees.
1. **Publication in TMAG / Newsletters regarding standard developments and activities**
* Philip Pong, chair, discussed the procedure for publications in TMAG (“Advances in Magnetics”) / Newsletters regarding standard developments and activities
1. **Liaisons with other IEEE Societies**
* Philip Pong, Chair, and Malia Zaman, IEEE Senior program manager, discussed about how to interact with other IEEE societies and external organizations.
1. **Other discussions.**
* The meeting was open for discussions and various topics including joining technical subcommittees, the possibility of lunch meetings during conferences, uploading details to the website, and sharing email contacts of the committee members were discussed.
1. **Date and place of next meeting**
* September 2023 (Exact date to be announced by email and through the homepage)
1. **Adjourn**
* Motion #3

Move to adjourn the meeting.

* Motioned by: Gen Yin
* Seconded by: Daniel Gopman

Motion was unanimously approved.

**Meeting adjourned at 10.46 AM (EST).**