# IEEE P7003 Working Group
# Meeting Minutes
# 12 October 2017 /10:00 A.M. – 11:30 A.M. EST
# Teleconference

1. **Call to Order**
   The meeting was called to order at 10:06 A.M.

2. **Roll call and Disclosure of Affiliation**
   The list of attendees present is attached.

3. **Approval of 15 September Agenda**
   *Motion to approve the meeting agenda from 15 September, 2017.* The agenda was approved as submitted without objection.

4. **Approval of October Agenda**
   *Motion to approve the meeting agenda.* The agenda was approved as submitted without objection.

5. **IEEE Patent Policy** (Call for Patents)
   The call for patents was raised; no one raised any concerns or any comments for consideration.

6. **Approval of 17 August meeting minutes**
   *Motion to approve the minutes from August 17th, 2017.* The minutes from the August 17th, 2017 meeting were approved without objection.

7. **Approval of 15 September meeting minutes**
   *Motion to approve the minutes from September 15th, 2017.* The minutes from the September 15th, 2017 meeting were approved without objection.

8. **Updated Outline Discussion**
   I.   Any comments regarding P7003 Values document, Paula Boddington
        There were no comments. The document is uploaded to the repository and comments via email to Paula are invited.

   II.  New Use Cases:
        Ansgar noted that use cases are for industry users to identify the contexts in which they should be using the standards, and they may also be used in policy. Ansgar has added some cases to the google doc.

Michael Abramoff suggested a use case of diagnostic devices in medicine. **MA and David Vidal to submit use case.**

There was some discussion of secondary effects and downstream effects, particularly in medical and IoT contexts, as well as accuracy trade-offs. Ansgar noted that there is an issue of context, where a system behaves acceptable within the original context but certification does not necessarily transfer to new purposes.

III.    Topic update: Bias Taxonomy
Pascal and Matthew Stender are working on how to construct a taxonomy of bias. They have drafted a sketch of ideas and a plan of how to proceed. Anyone who is interested and has valuable input about kinds of bias please contact Pascal or Matthew, both in theoretical terms and with examples.

Pascal noted a couple of open questions that could not be answered by this subgroup, and suggested that the different subgroups should try to link up.

Pascal presented a broad question to the group about the scope of the standard – inclusions of reasonable or justified bias makes the scope much broader. It was felt that in some contexts (e.g. medical) it is normal to optimize algorithms for something other than fairness and therefore a positive definition of bias should be included. Group members are invited to input any positive ideas about what algorithms should optimize and what good bias looks like.
**Michael Abramoff to provide brief overview of medical context for optimizing values**

There is a google doc for this topic that everyone is invited to comment on, which also includes contact details for Pascal and Matthew.

IV.    Topic update: Legal context
Maroussia noted the challenges of designing a universal standard in a legally fragmented landscape.

They are currently building up a list of legal scholars and lawyers that have written or worked on algorithm fairness who they will approach about joining the Working Group.

V.    Topic update: Psychology and Bias
If anyone is interested in contributing to this topic, please contact Pascal. Especially interested in expertise in cognitive biases, user interaction, and so on. Liz Dowthwaite, Chris Clifton, and BC Biermann expressed interest in helping with the topic.

There was the suggestion to focus on Values as a fourth subgroup.

9. **Progress with improving Working Group membership diversity**
Ansgar noted we have a broad range of expertise but a serious problem with

regional diversity. There is currently a strong Europe and North America weighting. If anyone known of any people, groups, or mailing lists to advertise the existence of the standards activity to attract people from underrepresented regions, please let Ansgar know.

Paula has added a snapshot of the geographical diversity of the group in the expertise document (see 10)

It was suggested that we get back in touch with the Algorithmic Justice League who have a diverse membership. **Ansgar to contact ALJ.**

Another suggestion was the Digital Asia Hub, based in Hong Kong. https://www.digitalasiahub.org/.

## 10.    Identifying and filling gaps in WG expertise
Paula initiated a survey of the expertise we currently have in the group. It is collated in the document on the workspace in Contributions. If anyone wants to make any additions please let Paula know. Similarly, if anyone hasn't completed this, please email Paula.

Michael Abramoff identified bioinformatics and biostatistics and important areas that might have some valuable input. Paula added a Statistics/Informatics heading to the document to collate expertise in that area.

## 11.    Future Meetings
Friday, November 17th, 10:00am-11:30am (EDT)
Friday, December 8th, 10:00am-11:30am (EDT)
**Ansgar and Paula to add new meeting dates.**

## 12.    Adjourn
Meeting was adjourned at 11:28 A.M.

## Attendees:

| Last Name | First Name | Employer/Affiliation | Voting |
|-----------|-----------|----------------------|--------|
| Abramoff | Michael | University of Iowa & IDx | |
| Biermann | BC | Heavy Projects | |
| Boddington (Vice-Chair) | Paula | University of Oxford | **x** |
| Chire | Josimar | ICMC | **x** |
| Clifton | Chris | Purdue University | |
| Courtney | Patrick | tec-connection | **x** |
| Dowthwaite | Liz | University of Nottingham | **x** |
| Egawa | Takashi | NEC Corporation | **x** |
| Hatada | Yohko | EMLS_RI | **x** |
| Jessen | Hans | EY | |

| | | | |
|---|---|---|---|
| Jurgens | Pascal | U of Mainz, Germany | **x** |
| Kapetanios | Epaminondas | Westminster University | **x** |
| Koene (Chair) | Ansgar | University of Nottingham | **x** |
| Levesque | Maroussia | Independent | **x** |
| Purcell | Brandon | Forrester Research | |
| Rhinelander | Jason | Saint Mary's University | **x** |
| Rovatsos | Michael | University of Edinburgh | **x** |
| Stender | Matthew | Self | **x** |
| Towne | Ben | Sigma Resources | |
| Van den Boom | Freyja | Bournemouth University | |
| Vidal | David | IDx | |
| | | | |
| Alvarado | Natasha | IEEE-SA (staff) | |
| Bahn | Christy | IEEE-SA (staff) | |