# IEEE P7003 Working Group
# Meeting Agenda
# 2nd May 2018 /3:00 P.M. – 4:30 P.M. UTC
# Teleconference

1. **Call to Order**

2. **Roll call and Disclosure of Affiliation**

3. **Approval of May Agenda**

4. **IEEE Patent Policy** (Call for Patents)

5. **Approval of 4th April meeting minutes**

6. **Announcements**
   I. Reminder about local P7003 meetups:
      https://forms.gle/9B2ZKrhkrSCHbw5s9
   II. Discuss a request by Stakeholder Analysis team to share a component of the proposed content for that section with limited not-for-profit entities (e.g. homeless people charity) for additional input. The content in question is a "tabulated list of data entities, and potential groups of people that could be disproportionately impacted by that specific type of data".
   III. *vote on the above request*

7. **Updated Outline Discussion**
   I. Use Cases & Adoption
   II. Topic updates – 5min summaries
      i. Project Conceptualisation
      ii. Stakeholder Analysis
      iii. Risk and Impact Assessment
      iv. Go/No-Go
      v. Algorithmic system design stages
      vi. Representativeness of data
      vii. Evaluation of processing
      viii. Outcomes evaluation
      ix. Transparency and Accountability
      x. Documenting
      xi. Taxonomy
      xii. Legal frameworks

xiii. Psychology
xiv. Cultural aspects

## 8. Conferences and Whitepapers

## 9. Any Other Business
I. Asia face-to-face
II. Coordination with other P70xx
III. Cross-standard review (e.g. P7001, ISO90001) [Mark Underwood]
IV. Consistency of terminology within P7003 and with other P70xx
V. Tech Editors to highlight informative text in normative sections
VI. ECPAIS update

## 10. Future Meetings
Thursday, June 6th, 5:00pm – 6:30pm (UTC)

## 11. Adjourn