IEEE P7003 Working Group
Meeting Agenda
6th June 2018 /5:00 P.M. – 6:30 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 2nd May meeting minutes**

6. **Announcements**

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**
   Universal Guidelines for Artificial Intelligence
   https://thepublicvoice.org/ai-universal-guidelines/memo/

3 Calls for Contributions to journal special issues by the Oxford Internet Institute
https://digitalethicslab.oii.ox.ac.uk/archive/
• Call for Papers: The Ethics of Digital Well-Being, a Springer volume, edited by Christopher Burr. Deadline: 9 September 2019.
• Call for Papers: Artificial Intelligence for Social Good, a Special Issue of Philosophy & Technology, edited by Josh Cowls. Deadline: 1 October, 2019.
• Call for Papers: The Epistemology of Data Science, a Special Issue of Philosophy & Technology, edited by Luciano Floridi. Deadline: 1 December, 2019.

9. **Any Other Business**

10. **Future Meetings**
   Thursday 4th July 13:00 UTC
   Thursday 1st August 15:00 UTC
   Thursday 5th September 13:00 UTC
   Thursday 3rd October 15:00 UTC
   Thursday 7th November 13:00 UTC
   Thursday 5th December 15:00 UTC

11. **Adjourn**