IEEE P7003 Working Group
Meeting Agenda
7th November 2019 /1:00 P.M. – 2:30 P.M. UTC
Teleconference

1. **Call to Order**

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

3. **Approval of November Agenda**

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

5. **Approval of 4th July 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**

9. **Any Other Business**

10. **Future Meetings**

Thursday 5th December 15:00 UTC

11. Adjourn