

**IEEE P7003 Working Group
Meeting Agenda
5th November 2020 / 5:00 P.M. – 7:00 P.M. UTC
Teleconference**

- 1. Call to Order**
- 2. Roll call and Disclosure of [Affiliation](#)**
- 3. Approval of October Agenda**
- 4. [IEEE Patent Policy](#) (Call for Patents)**
- 5. [IEEE SA Copyright](#)**
- 6. Approval of 1st October meeting minutes**
- 7. Announcements**
- 8. Work on Taxonomy section & look at Performance evaluation section (45min)**
- 9. Structural review of P7003 document**
 - I. Review of teams working on different sections ([P7003 Sections teams](#))
- 10. Updated Outline Discussion**
 - I. Topic updates – summaries and reflections on [open items](#)
 - i. Project Conceptualisation
 - ii. Stakeholder Identification
 - iii. Risk and Impact Assessment
 - iv. System design
 - v. Representativeness of data
 - vi. Performance evaluation
 - vii. Transparency and Accountability
 - viii. Documenting
 - ix. Taxonomy
 - x. Legal frameworks
 - xi. Psychology
 - xii. Cultural aspects

11. Any Other Business

12. Future Meetings

- Thursday 3rd December 3PM UTC

13. Adjourn