

**IEEE P7003 Working Group
Meeting Agenda
3rd February 2022 / 22:00 PM UTC – 00:00 AM UTC
Teleconference**

Meeting link:

<https://ieeesa.webex.com/ieeesa/j.php?MTID=m51db89dd905dc5ab346870875c237638>

- 1. Call to Order**
- 2. Roll call and Disclosure of [Affiliation](#)**
- 3. Approval of February Agenda**
- 4. [IEEE Patent Policy](#)** (Call for Patents)
- 5. [IEEE SA Copyright](#)**
- 6. Approval of 6th January meeting minutes**
- 7. Announcements**
- 8. Structural review of P7003 work**
 - I. Ontology development for P7007, to help our approach to P7003 (Mike Houghtaling/Edson Prestes)
 - II. Illustrative use-cases
 - III. Review of P7003 introductory content (pp12-24)
- 9. Updated Outline Discussion**
 - i. Requirements
 - ii. Stakeholder Identification
 - iii. Risk and Impact Assessment
 - iv. Data Representation
 - v. System Evaluation
 - vi. Conceptualizing Algorithmic Bias
 - vii. Legal Frameworks
 - viii. Human Factors
 - ix. Cultural Aspects
- 10. Any Other Business**
- 11. Dates/times for Future Meetings**

- Thursday 3rd March @ 1300 UTC
- Thursday 7th April @ 2200 UTC
- Thursday 5th May @ 1300 UTC
- Thursday 2nd June @ 2200 UTC

12. Adjourn