

**IEEE P7003 Working Group  
Meeting Agenda  
5<sup>th</sup> May 2022 / 13:00 BST (12:00 UTC) – 15:00 BST (14:00 UTC)  
Teleconference**

**Meeting link:**

<https://ieeesa.webex.com/ieeesa/j.php?MTID=mc5a9b78eb711729737761f99d6cb8194>

- 1. Call to Order**
- 2. Roll call and Disclosure of [Affiliation](#)**
- 3. Approval of May Agenda**
- 4. [IEEE Patent Policy](#)** (Call for Patents)
- 5. [IEEE SA Copyright](#)**
- 6. [Participant Behaviour](#)**
- 7. Approval of 3<sup>rd</sup> March meeting minutes**
- 8. Approval of 7<sup>th</sup> April meeting minutes**
- 9. Announcements**
- 10. Structural review of P7003 work**
  - I. Illustrative use-cases
  - II. P7003 How to use the standard (see [draft document](#))
  - III. Group review of P7003 content (pp40-48 "Stakeholder Identification" + "Risk and Impact Assessment")
- 11. 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

**12. Any Other Business**

**13. Dates/times for Future Meetings**

- Thursday 2<sup>nd</sup> June @ 2200 UTC

**14. Adjourn**