

**IEEE P7010 Working Group
Meeting Notes
19 November 2018, 10:00 AM – 12:00 PM (EST)
Teleconference**

Recording Secretary: Laura Musikanski

1. Call to Order

The meeting was called to order at

2. Roll call of Individuals

It was noted that there isn't a quorum, therefore the agenda and meeting minutes could not be approved and no voting could take place. The list of attendees present is attached.

3. Approval of Agenda

4. IEEE Patent Policy ([Call for Patents](#))

The call for patents was raised; no one raised any issues

5. Approval of 26 October 2018 Minutes

This will be added to the December agenda.

6. Terminology - AI/AS or A/IS - John - 10 min

Discussion: Autonomous and Intelligent Systems (A/IS) is a broader term that encompasses both AI and AS; is used by IEEE EAD as well as multiple disciplines; is clear of historical implications. Use A/IS for P7010 in lieu of AI/AS. An email ballot will be sent to the voting members of the WG for this item.

7. Short Paper

Short paper was issued by P7003 chairs. Goal is to establish what the project is, prepare the market (standard users etc) and that we are first to market. We will have a discussion in the subgroup about other publications with Lloyd of IEEE SA/PR department. An email ballot will be sent to the voting members of the WG for this item.

8. Leadership committee updates

a. Context setting & Wider scope of P7010 - John Havens - 10 min

b. World Government Summit event

[World Government Summit AI working group](#)

P7000 series chairs will be there. What do we want to get from it? What do we

want to give? Subgroup meeting about this.

c. EAD release

IEEE EAD set for Spring 2019, with a 2-year project global focus for EAD
<https://ethicsinaction.ieee.org/>

d. Ethics Certification program

[Ethics Certification program](#) open only for IEEE corporate member

e. Option for a Conformist assessment for P7010 down the line

f. Small and subgroup overview and updates: Daniel Schiff - 5 min

We will continue with small and subgroups to finish the outline and fill in with content and scenarios

g. Changes to membership and voting status based on attendance of meetings

Voting rights are established by attending two meetings in four, and lost when missing more than two of at previous four meetings.

h. Technical Editing Requirements update - Including allocations to write sections of the standard: Zvikomborero Murahwi - 5 min

i. [Group engagement survey report](#): Laura & Daniel - 5 min

15 people have taken the survey. Please take it if you have not for continued input

9. Review of P7010 draft - Laura & Daniel - 20 min total with different people explaining: Value to policy makers - Colleen

Review of section 7. We will be finalizing the outline and starting to finish write ups. Graphic provided by Greg.

James Pratt a scenario on how AI can be used in application of WIA (section 7) for continual data collection, processing, and for automated responses.

a. Scenario by Sari Revisited - total 15 min

b. Discussion about implications for our draft, how we can make it relevant today for standard users and stakeholders – All

c. Scenario by Renee & Ron - total 15 min

Renee & Ron for value to large corporate entities

Corporate uses: customer acquisition and retention, operational efficiency, risk mitigation, social responsibility, with the primary purpose of corporations being value creation, so base give scenarios for benefits of the standard on the platform of brand awareness, employee satisfaction, average order value, customer retention, return on as speed, or customer satisfaction rates.

d. Scenario by Alice - total 15 min

e. Discussion about implications for our draft. How to make it useful and relevant for standard users and stakeholders - All

10. New Business

Scenario discussion to be continued at the December meeting.

11. Future Meetings

- December 11th 5:00 PM - 7:00 PM (EST)

- January 17th 10:00 AM - 12:00 PM (EST)

12. Adjourn

13.