

IEEE P7001 Working Group

Meeting Minutes

May 29, 2018

10AM-11:30AM

Teleconference

1. Call to Order

Meeting called to order by Alan, the Chair at 10:05 am.

2. Approval of agenda

The agenda was approved.

3. Approval of the meeting report of April

The minutes were approved.

4. IEEE Patent Policy

· Call for Patents

No patent claims have been raised.

5. Technical Discussion and Task Force reports

Current P7001 documents are accessible at

https://drive.google.com/drive/folders/0BwjY2P_eeOeiSktKT1ZESTktNW8.

The current P7001 document discussed at this meeting is available at

<https://docs.google.com/document/d/1qzLmHSFbPBr-XP9rjewyvhoXYIQz6HKmrl3Kvs6c76E/edit>

The chair requested to pay attention to the new definition of transparency and explainability in section 1.1. The basic idea is that transparency might include information for experts, while explainability is for non-experts in plain language/visual. Since transparency is also discussed in P7000 (liaison: Mark) and P7007 (liaison: Joanna), and explainability in particular in P7000, the necessity for coordination was recognized. And the necessity to pay attention to domain knowledge was pointed out; there are various experts (e.g., in healthcare, doctors, nurses, therapists and others) relevant to an issue, and their knowledge are different. This domain knowledge problem occurs in other areas e.g., in security, or in P7003 (algorithmic bias).

Louise presented her first attempt to add commentary. In section 2.2, she added commentary on several key terms. She explained that they are for lay persons, and that during the addition she recognized the importance to collaborate with safety experts because with safety community we share some concepts and customers (industries sensitive to safety, e.g., aviation and nuclear).

People who know safety experts were requested to contact them. The work in P7009 (fail-safe

design) may help.

5. Plan for F2F meeting

Based on the doodle poll, two candidate dates remains. 30-31 July, and 25-26 September in Robotics Lab, UWE Bristol. Final decision will be made shortly based on the newcomer's poll.

6. New Business

7. Next meeting(s)

Will be decided with F2F meeting.

8. Adjourn

The meeting was adjourned at 10:55 am EST.

Name	Affiliation
Alan Winfield (Chair)	University of the West of England, Bristol
Ben Towne	Signal Resources
Carlos Jiménez-Gómez	Self
Helen Hastie	Heriot-Watt University
Larry Nadel	NIST
Louise Dennis	U-Liverpool
Mark Underwood	Synchrony
Matthew Ruben	Oregon State University
Natasha Alvarado	IEEE Staff
Nell Watson (vice-chair)	Singularity University
Olayinka Oduwole	Univ. of Surrey
Taskashi Egawa (Secretary)	NEC Corporation

Pardon: Rob Wortham

Total 12.