

**IEEE P7003 Working Group  
Meeting Agenda  
13 September 2017 /10:00 A.M. – 11:30 A.M. EST  
Teleconference**

**1. Call to Order**

The meeting was called to order at 10:04 A.M. by Paula, Working Group Vice-Chair. Paula noted that Ansgar was unable to attend the meeting due to travel.

**2. Roll call and Disclosure of [Affiliation](#)**

Members present stated their name and affiliation. The list of attendees is attached. A quorum was not achieved. Christy noted the WG would not be able to approve the agenda and August meeting minutes.

**3. Approval of Agenda**

A quorum was not achieved. This approval will be placed on the October meeting agenda.

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

The call for patents was raised; no one raised any concerns or any comments for consideration.

**5. Approval of 17 August meeting minutes**

A quorum was not achieved. This approval will be placed on the October meeting agenda.

**6. Updated Outline Discussion**

I. Any comments regarding P7003 Values document, Paula Boddington  
There were no comments.

II. New Use Cases  
None presented.

III. Topic update: Bias Taxonomy

Pascal and Matthew have decided to have a monthly call on the topic of bias taxonomy. If anyone wants to join the calls, please reach out to Pascal or Matthew. They are in the early stages right now, so there is not much to report on. They are working on a Google document; tracking different ideas.

Maroussia is interested in joining the group.

IV. Topic update: Legal context  
Peter and Maroussia are interested in this topic.

V. Topic update: Psychology & Bias  
Aman and Pascal can assist with this topic.

7. Progress with improving Working Group membership diversity  
Paula noted we are still looking for people from different geographic regions to join the Working Group.

8. Identifying and filling gaps in WG expertise  
It was suggested that we start by detailing the expertise we already have on the group. **Action Item: Paula to start on this.**

### 9. Future Meetings

Thursday, October 12<sup>th</sup>, 10:00am-11:30am (EDT)

Friday, November 17<sup>th</sup>, 10:00am-11:30am (EDT)

Friday, December 8<sup>th</sup>, 10:00am-11:30am (EDT)

### 10. Adjourn

The meeting was adjourned at 11:03 A.M.

#### Attendees:

Last Name	First Name	Employer/Affiliation	Voting
Boddington (Vice-Chair)	Paula	University of Oxford	x
Chire	Josimar	Self	x
Courtney	Patrick	tec-connection	x
Dowthwaite	Liz	University of Nottingham	
Hense	Peter	Spirit Legal	
Horner	John	Self	
Jain	Aman	Samsung	
James	Laura	Doteveryone	
Jurgens	Pascal	U of Mainz, Germany	x
Kapetanios	Epaminondas	University of Westminster	x
Lévesque	Maroussia	Independent	
Ruocco	Anthony	Roger Williams University	x
Stender	Matthew	Self	x
Bahn	Christy	IEEE-SA (staff)	