

**IEEE P7003 Working Group
Meeting Agenda
6th August 2020 / 3:00 P.M. – 5:00 P.M. UTC
Teleconference**

- 1. Call to Order**
- 2. Roll call and Disclosure of [Affiliation](#)**
- 3. Approval of August Agenda**
- 4. [IEEE Patent Policy](#) (Call for Patents)**
- 5. [IEEE SA Copyright](#)**
- 6. Approval of 2nd July meeting minutes**
- 7. Announcements**
- 8. Work on “System Design” section (45min)**
- 9. Updated Outline Discussion**
 - I. Update on Use Cases
 - II. Topic updates – summaries and reflections on [open items](#)
 - i. Project Conceptualisation
 - ii. Stakeholder Identification
 - iii. Risk and Impact Assessment
 - iv. System design
 - v. Representativeness of data
 - vi. Performance evaluation
 - vii. Transparency and Accountability
 - viii. Documenting
 - ix. Taxonomy
 - x. Legal frameworks
 - xi. Psychology
 - xii. Cultural aspects
- 10. Conferences and Whitepapers**
- 11. Any Other Business**

12. Future Meetings

- Thursday 3rd September 1PM UTC
- Thursday 1st October 3PM UTC
- Thursday 5th November 5PM UTC
- Thursday 3rd December 3PM UTC

13. Adjourn