**IEEE P7003 Working Group   
Meeting Agenda  
9th September 2021 / 09:00 PM UTC – 13:00 PM UTC  
Teleconference**

1. **Call to Order**
2. **Roll call and Disclosure of** [**Affiliation**](http://standards.ieee.org/faqs/affiliation.html)
3. **Approval of August Agenda**
4. [**IEEE Patent Policy**](https://development.standards.ieee.org/myproject/Public/mytools/mob/slideset.pdf)(Call for Patents)
5. [**IEEE SA Copyright**](https://standards.ieee.org/content/dam/ieee-standards/standards/web/documents/other/copyright-policy-WG-meetings.potx)
6. **Approval of 1st July meeting minutes**
7. **Announcements**
   1. Extension of P7003 PAR
   2. NIST.SP.1270-draft Proposal for Identifying and Managing Bias in AI
8. **Structural review of P7003 document** 
   1. Discussion on AI life cycle (and other) diagram(s)
   2. Vote regarding role and format of Taxonomy section
   3. List of open items that require attention.
9. **Updated Outline Discussion**
   * 1. Requirements
     2. Stakeholder Identification
     3. Risk and Impact Assessment
     4. Data Representation
     5. Performance evaluation
     6. Taxonomy
     7. Legal frameworks
     8. Human Factors
     9. Cultural aspects
10. **Any Other Business**
11. **Proposed dates/times for Future Meetings**

* Thursday 7th October 2021 @ 0500 UTC
* Thursday 4th November 2021 @ 1300 UTC
* Thursday 2nd December 2021 @ 2100 UTC

1. **Adjourn**