

**IEEE P7003 Working Group
Meeting Agenda
1st December 2022 / 20:00 PM UTC – 22:00 PM UTC
Teleconference**

Meeting link:

<https://ieeesa.webex.com/ieeesa/j.php?MTID=m0b02ebb467c906f538cf51c9bf804385>

- 1. Call to Order**
- 2. Roll call and Disclosure of [Affiliation](#)**
- 3. Approval of December Agenda**
- 4. [IEEE Patent Policy](#)** (Call for Patents)
- 5. [IEEE SA Copyright](#)**
- 6. [Participant Behaviour](#)**
- 7. Approval of 3rd November meeting minutes**
- 8. Announcements**
New project: IEEE P3198 on "AI fairness evaluation method" has been approved
- 9. Structural review of P7003 work**
 - I. Review of PAR, scope and purpose
- 10. Updated Outline Discussion**
 - i. Requirements
 - ii. Stakeholder Identification
 - iii. Risk and Impact Assessment
 - iv. Data Representation
 - v. System Evaluation
 - vi. Conceptualizing Algorithmic Bias
 - vii. Legal Frameworks
 - viii. Human Factors
 - ix. Cultural Aspects
- 11. Any Other Business**
- 12. Dates/times for Future Meetings**

- Thursday 5th January 2023 @ 1300 UTC
- Thursday 2nd February 2023 @ 2000 UTC
- Thursday 2nd March @ 1300 UTC
- Thursday 6th April @ 2000 UTC

13. Adjourn