

**IEEE P7003 Working Group  
Meeting Agenda  
12<sup>th</sup> January 2022 / 13:00 PM UTC – 15:00 PM UTC  
Teleconference**

**Meeting link:**

<https://ieeesa.webex.com/ieeesa/j.php?MTID=me0b8532116f600d5abca1d25f87a50bb>

- 1. Call to Order**
- 2. Roll call and Disclosure of [Affiliation](#)**
- 3. Approval of January Agenda**
- 4. [IEEE Patent Policy](#)** (Call for Patents)
- 5. [IEEE SA Copyright](#)**
- 6. [Participant Behaviour](#)**
- 7. Approval of 1<sup>st</sup> December meeting minutes**
- 8. Announcements**
- 9. Structural review of P7003 work**
  - I. New master document
  - II. Update on submission of amended PAR
  - III. Inventory of bias terminologies
  - IV. Dive into 'Conceptualizing Algorithmic Bias'
  - V. Dive into 'Human Factors'
- 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 2<sup>nd</sup> February 2023 @ 2000 UTC
- Thursday 2<sup>nd</sup> March @ 1300 UTC
- Thursday 6<sup>th</sup> April @ 2000 UTC

**13. Adjourn**