

**IEEE P7003 Working Group
Meeting Minutes
5th September 2024 / 14:00 PM UTC – 16:00 PM UTC
Teleconference**

1. Call to Order

The meeting was called to order.

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

The list of attendees is attached. A quorum was reached and noted.

3. Approval of September Agenda

Motion to approve the agenda for the 5th September 2024 meeting. The motion was approved.

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

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

5. [IEEE SA Copyright](#)

The copyright policy was presented.

6. [Participant Behaviour](#)

The participant behaviour slides were presented.

7. Approval of August meeting minutes

Motion to approve the minutes from the 1st August meeting. The motion was approved

8. Comment Resolution Approval from the initial SA Ballot

<https://ieeesa.imeetcentral.com/7003/folder/WzIwLDE4NjM5NDM1XQ/WzIsODYxMzQ5MzRd/>

Details of two rejected disapproval vote comments 43, 46 – no objections to response. Discussion of a few other key rejected comments (48 - quality control, bias in engineered system)

Motion to accept the changes as presented and go to recirculation. The motion was approved.

9. Next steps after Comment Resolution

Christy discussed the process: Upload comment resolution spreadsheet, new draft (currently in iMeet folder Draft 2024). Prepare cover sheet for recirculation. Recirculate for 10 days.

10. Use Cases(s) status

Christy updated on the status of the use cases. They are with legal at the companies and at IEEE.

11. Any other business

Discussion of sharing with ISO? - this is working through system

Discussion of working with P7008. We can have discussions, but need vote to share draft

Motion to share draft 1.5 with P7008 "Standard for Ethically Driven Nudging for Robotic, Intelligent and Autonomous Systems". The motion was approved.

Motion to share Draft 1.5 with P3396 "Recommended Practice for Defining and Evaluating Artificial Intelligence (AI) Risk, Safety, Trustworthiness, and Responsibility". The motion was approved.

12. Dates/times for Future Meetings

- TBC

13. Adjourn

The meeting was adjourned at 15:01 UTC

Attendees:

Last Name	First Name	Employer/Affiliation	Voting
Chaudhuri	Abhik	TATA Consultancy Services	X
Clifton	Chris	Purdue University	X
Courtney	Patrick	tec-connection	X
Fajardo	Andrej	LAMIC Research Group	
Hagar	Jon	Independent	X
James	Clare	Independent	X
Koene	Ansgar	EY and University of Nottingham	
Leppala	Jussi	Valmet	X
Loughran	Roisin	Dundalk Institute of Technology	X
Mittal	Abhinav	Independent	
Mohla	Satyam	Digital Asia Labs (SNCF)	X
Padget	Julian	University of Bath	X
Pena Fernandez	Abel	Code Explorers Worldwide	X
Szczekocka	Ewelina	Independent	X
Underwood	Mark	Synchrony Finance/Krypton Brothers	
Weger	Gerlinde	Independent	X
Bahn	Christy	IEEE Staff	