

IEEE P7008 Working Group Meeting

2019-07-01, 1100-1230 EDT

Teleconference

Minutes

(Ken Bell, WG Secretary)

1. Call to Order

The meeting was called to order at 1100 by the Working Group Chair, Sean Dougherty.

2. Roll Call and Affiliation Declarations

A list of attendees present is attached. The meeting was quorate.

3. Approval of Agenda

Motion to amend the agenda to include the approval of the 17 June Meeting Minutes. (Mover: Charlotte, Second: Patrick). The agenda was approved as amended without objection.

4. Approval of 17th June Meeting Minutes

Motion to approve the 17th June Meeting Minutes. (Mover: Charlotte, Second: Patrick). The June 17th meeting minutes were approved without objection.

4. IEEE Patent Policy: Call for Patents

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

5. Terms to be Defined Discussion

5.1 There was discussion of the many different types of bias. It was felt that any taxonomy of biases would likely be incomplete. Instead, the question should be framed: *what do users of the standard have to know, about how bias enables nudging?*

5.2 There was discussion of the many types of stakeholders in a nudging scenario.

5.3 Discussion turned to consideration of the types of harm a nudge could do. However, rather than catalog the numerous harms, it was decided to consider a ‘safety engineering’ model: offering guide strategies for harm mitigation. Rather than being prescriptive tools, the strategies would be various approaches to making sure all relevant aspects are discussed and all relevant questions are asked. Parallel use of various strategies could then uncover most of the harms specific to a situation, and suggest corrective measures.

5.4 The recorded scope of the Working Group was felt to need revision.

5.5 Work started ‘whiteboarding’ the meta-format of the eventual document.

5.6 Key terms for consideration:

5.6.1 ISO 26000

5.6.2 ISO 31000

5.6.3 Trust, transparency, and design for accountability

6. New Business

There was no new business

7. Recap Action Items

- 6.1 Develop a preamble, introductory overview of bias (Ken)
- 6.3 Develop a summary discussion of some probable harms
- 6.3 Develop a catalog of methods of risk assessment.

8. Future Meetings

- 15 July, 11:00 AM - 12:30 PM (EDT)
- 29 July, 11:00 AM - 12:30 PM (EDT)
- 12 August, 11:00 AM - 12:30 PM (EDT)
- 26 August, 11:00 AM - 12:30 PM (EDT)

9. Adjournment

The meeting was adjourned at 1230 ET. Next Meeting 2019-07-15, 1100-1230ET

Attendees:

Last Name	First Name	Affiliation	Officer	Role
Bahn	Christy	IEEE-SA		S
Bell	Ken	BDO Canada LLP	Secretary	V
Dougherty	Sean	Consultant	Chair	V
Gunsch	Gregg	Self		V
Hailey	Vicky	VHG		NVM
Henz	Patrick	Primetals Technologies		V
Liu	Honghai	Self		NVM
Mandal	Sukanya	Self		NVM
Schlenoff	Craig	NIST (RAS/SC Sponsor Chair)		P
Stanton	Charlotte	Carnegie Endowment for International Peace		V
Sullins	John	Sonoma State University, California	Vice-Chair	V
Veryard	Richard	Unaffiliated		NVM
Zunger	Yonatan	Humu		NVM

Role Legend	V = Voting Member
	NVM = Non-voting Member
	P = Participant
	S = Staff