

**IEEE P7014 Working Group Meeting
Draft Agenda
18 December 2019 15:00-16:30 UTC (10:00-11:30 am EST)
Teleconference**

https://join.me/ieeesawg_p7014

Local codes are available for anyone dialling in by telephone: http://bit.ly/JM7014_Loc
Conference ID: 796-804-422

1. **Call to Order**
2. **Roll Call of Individuals & Disclosure of Affiliation**
3. IEEE [Patent](#) Policy
4. [IEEE SA Copyright Policy](#)
5. **Approval of Agenda**
6. **Approval of [November 27 Meeting Minutes](#)**
7. **Secretary Update: Karen B.**
 - Change in Voting Membership this month.

(IEEE WG P&Ps: a non-voting member becomes a voting member by attending 2 of the last 4 meetings and upon sending a request for voting status to the Working Group Chair prior to the next meeting.)

A request for voting status can also be sent to Karen B., WG Secretary
8. **Chair Update: Ben B.**
 - Review [Subgroup membership](#) and leader status
 - Plan for completion of Draft Outline for review
9. **Subgroup Updates: **** If you have a report ready, please upload it to [Subgroup Files](#)
 - **001 - Use Cases (Randy S.)**
 - **2 motions will be presented for WG Members Voting**
 - **002 - Ethical Explainability Toolkit (Andrew M.)**
 - **003 - Monitor Afterwards (Elizabeth A.)**
 - **004 - Technology Ethics (Jade N. &, Ido S.)**
 - **005 - Framework Structure (Daniel S.)**
 - **006 - Defining Empathy (Andrew M.)**
 - **1 motion presented for WG Members Voting**
 - **007 - Shareholder Framework (Angelo F.)**

10. New Business

11. Future Meeting

- 22 January 16:00-17:30 UTC (11:00 am - 12:30 pm EST)
- 26 February 15:00-16:30 UTC (10:00 am - 11:30 am EST)

12. Adjourn

Note:

Have you looked at [Draft content](#) Document and know where you want to participate?
If you are new to this Working Group, please take a look at [Starter Guide](#)