

**IEEE P7014 Working Group Meeting
Draft Minutes
28 August 2019 / 11:00 AM – 12:00 PM (EDT)
Teleconference**

Meeting Minutes were recorded by Christy Bahn, Program Manager, IEEE SA

1. Call to Order

The meeting was called to order at 11:07 AM.

2. Roll Call of Individuals & Declaration of Affiliation

Attendees present is attached.

3. Approval of Agenda

Motion to approve the agenda. (Mover: Alexander Burke, Second: Angelo Ferraro). The agenda was approved as submitted without objection.

4. Approval of July 24th Meeting Minutes

Motion to approve the July 24th minutes. (Mover: Ido Shamun, Second: Karl Ricanek). The July 24th minutes were approved as submitted without objection.

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

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

6. Working Group Officer Nominations Update, Christy Bahn

Christy provided an update noting the nomination period has closed. There were 2 nominations for the Working Group Vice-Chair and 1 nomination for the Working Group Secretariat. Christy will conduct a 14-day election email ballot. An announcement will be made prior to the next meeting or at the September meeting.

7. Review of iMeet discussions, Ben Bland

Ben reviewed some of the content that members are uploading to the iMeet workspace.

With respect to the standard's scope, one prevalent concern was for the overlaps between P7000 Groups, and ensuring that they complement each other effectively.

There were also several contributions of potential sources of guiding principles, including: the Singapore model for AI ethics, the Memorandum on Artificial Intelligence and Child Rights, the United Nations Guiding Principles on Business and Human Rights, and the latest OECD Guidelines. Members were also reminded to review the IEEE's own Ethically Aligned Design document.

Action item: Ben will create a chart or listing showing the range of use cases, audiences, applications, etc. These will be open for additions, amendments and comments.

Action Item: Ben will create of summary of the guiding basic principles, audience, etc. that the standard might fall into, such as the Standards Committee that oversees P7014, IEEE Society on Social Implications of Technology (SSIT) and the EAD principles.

8. New Business

9. Future Meetings

- 25 September, 11:00 AM – 12: 30 PM
- 23 October, 11:00 AM – 12: 30 PM
- 27 November, 11:00 AM – 12: 30 PM
- 18 December, 11:00 AM – 12: 30 PM

10. Adjourn

The meeting was adjourned at 12:39 PM

Attendees

Last Name	First Name	Affiliation	Role	Officer
Adams	Elizabeth	Self	NVM	
Bahn	Christy	IEEE-SA	S	
Bell	Ken	BDO Canada LLP	V	
Bennet	Karen	Unaffiliated	V	
Bennet	Scott	Quality Craft	NVM	
Bertolini	Andrea	Independent & University of Pisa	NVM	
Bland	Ben	Sensum	V	Chair
Bolster	Andrew	AlertLogic	V	
Burke	Alexander	Unaffiliated	V	
Chang	Shane	nuTonomy Inc.	V	
Chaun	Ching-Hua	University of Miami	V	
Cobansoy	Gokce	Independent	NVM	
David	Jack	PwC London Cybersecurity Practice	V	
Dixon	Pamela	World Privacy Forum	NVM	
Doswell	Jayfus	The Juxtapia Group, Inc.	V	
Ferraro	Angelo	University of South Carolina	V	
Gottehrer	Gail	Law Office of Gail Gottehrer LLC	V	

Goviraboyina	Soma Sekhar	Geethanjali College of Engineering and Technology, India	V	
Gunsch	Gregg	Self-Affiliated	V	
Hailey	Vicky	VHG	V	
Hantke	Simone	audEERING GmbH	NVM	
Iftekharuddin	Khan	Old Dominion University	NVM	
Kicklighter	Barry	Self	NVM	
Kaliwo	Kondaine	NITEL	V	
Kolovou	Vicki	Behavioral Signals	V	
McKeown	Gary	Queen's University Belfast	NVM	
McStay	Andrew (Andy)	Bangor University, UK	V	
Morgan	Lisa	Self	V	
Morrison	Gawain	Sensum	V	
Moule	Tom	Institute for Ethical AI in Education at the University of Buckingham	V	
Mueller	Joshua	Johns Hopkins Applied Physics Lab	V	
Orozco	Elda	Unaffiliated	V	
Ptaszynski	Michal	Kitami Institute of Technology	NVM	
Ricanek	Karl	Lapetus Solutions Inc. and University of North Carolina Wilmington (UNCW)	NVM	
Rivas	Pablo	Marist College	NVM	
Sample	Char	Idaho National Laboratory	V	
Schwarz	Daniel	ITD-GBS Tokyo	V	
Shalzy	Hassan Al	Unaffiliated	V	
Shamun	Ido	The Elegant Monkeys Ltd.	V	
Shimo	Sumiko	Hofstede Insights	V	
Soper	Randy	U.S. Defense Intelligence Agency	V	
Stratton	Robert	Polymathics, LLC	V	
Vezy	Camille	Prologue AI & University of Montreal	V	
Wilkins	Maurice	Yokogawa Electric Corporation	V	
Wu	Pomin	TrustableAI	V	
Yashrag	Garg	Surajmal Inst of Tech, New Delhi	V	

Role Legend	V = Voting Member	
	NV = Non-voting Member	

	NM = Non-Member	
	S = Staff	