

**IEEE P7000 Working Group Meeting
Draft Agenda
16 December, 2016 / 9:00 A.M. – 12:00 P.M. EST
Teleconference**

1. **Call to Order**
2. **Roll call and Disclosure of Affiliation**
Affiliation FAQs: <http://standards.ieee.org/faqs/affiliation.html>
3. **Call for Patents**
<https://development.standards.ieee.org/myproject/Public/mytools/mob/slideset.pdf>
4. **Approval of Agenda**
5. **Approval of 4 November 2016 meeting minutes**
6. **Presentation by Sarah Spiekermann** (*aprx 9:30 – 10:10*)
 - a. E-SDLC Phase 1 as an introduction to P7000 Outline
 - b. *Q&A / Discussion*
7. **Presentation by Annette Reilly** (*aprx 10:10 – 10:40*)
 - a. ISO IEC IEEE15288 Introduction, re: alignment to P7000
 - b. *Q&A / Discussion*

10-minute Break
8. **Discussion regarding “Important Comments” document** (*aprx 10:50-11:45*)
 - a. *Led by Sarah Spiekermann*
9. **Discussion, re: Next Step Working Group Assignments** (*11:45 – Noon*)
 - a. *Led by John C. Havens*
 - b. *First subgroup meeting date/agenda announced*
 - c. *WG Members wishing to work on Phase One should join*

10. New Business

11. Dates for upcoming WG Meetings

- Friday, 20 January 2017
- Tuesday, 7 March 2017

12. Adjourn (*Noon*)