

**IEEE P7000 Working Group Meeting  
Meeting Minutes  
7 March, 2017 / 9:00 A.M. – 12:00 P.M. EST  
Teleconference**

**1. Call to Order**

The meeting was called to order at 9:00 A.M.

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

Attendees present stated their name and affiliation.

**3. Call for Patents**

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

**4. Approval of Agenda**

***Motion to approve the meeting agenda.*** Jared moved to approve the agenda; Phil seconded. The agenda was approved as submitted without objection.

**5. Approval of 19 January 2017 meeting minutes**

***Motion to approve the minutes from January 19, 2017 working group meeting.***  
The minutes from the January 19, 2017 working group meeting were approved without objection. Collette moved to approve, Moussa seconded.

**6. VSD Presentation – Batya Friedman, University of Washington (1 hour)**

Batya presented her slides, Value Sensitive Design in Practice: Implications and Ideas for P7000. Batya shared with the group some of the design and technology spaces being worked on. Batya presented P7000: Some Best Practices, there are 7 of them.

**7. Discussion of Questionnaire Replies (90 minutes)**

Sarah presented the responses to the online questionnaire that was sent out in February.

In the questionnaire responses many voiced their concern about algorithms.

Ashwin was assigned an action item.

**Action Item: Training Data Sets as a Template for machine learning.**

**The availability of Templates for AI Training Data Sets along with expected weights for those templates allows for implementing the ethical compliance in the AI algorithms.**

Ethical principles in P7000 was also a strong topic in the responses. Gabriele noted defining a way to implement; different levels of implementation with room for maneuvering.

Several points were noted on principles; it is hard to maintain an ethical standard when you say pick and choose what suits you, should meet minimal requirements. Principles guide behavior. Principles evolve.

Sarah noted the two principles she sees resonating with the group; We are committed to a value-based design and We make design decisions fully visible (transparent). She also noted as the group meets more often more can be add, or updated. She reviewed some other principles that were suggested.

## **8. 2 Glossaries as They Stand – Update from Jared Bielby, International Center for Information Ethics**

Jared provided a quick update to where they are at in terms of the glossary. He noted the research is divided into 2 working glossaries. Glossary I- Foundation Ethical Terms in P7000 and Glossary II – Values for System Engineering-Conceptual Definitions

If you have any suggestions, additions email Jared and cc John and Sara.

## **9. P7000 Pre-Work Considerations / subcommittee call**

Due to time this agenda item was not discussed. This item will be rescheduled for the next working group meeting.

## **10. New Business**

### **a. Potential March Subcommittee topics:**

- Zachman Framework

Sarah mentioned these items as possible topics and asked if anyone was interested in this topic to reach out to Sara. Noah and Tony noted there were interested. If you are interested in joining the subcommittee please contact John, Sara and Christy.

### **b. Potential April meeting topics:**

- Value Elicitation Methods, work with Till Winkler
- Stakeholder Management Guidelines

If you want to work on value elicitation methods please contact Till. If you do not have his email, please reach out to Christy.

If someone wants to set up a small group on stakeholder management or you are interested in this topic, please contact John and Sarah. Sri and Mark said they are interested.

### **c. Fixing a Face-to-Face Meeting**

John noted at this time having a meeting in June would not work. He mentioned the possibility of having a meeting in Vienna in October. Phil mentioned the November Ethics Conference, the possibility of having it the same time. Phil will send details to John.

## 11. Dates for upcoming WG Meetings

- Wednesday, 19 April 2017
- Friday, 26 May

## 12. Adjourn

Meeting was adjourned at 11:43 A.M.

### *Attendees:*

#### *Voting Members*

<b>Last Name</b>	<b>First Name</b>	<b>Employer/Affiliation</b>
Amalraj	Priscilla	IEEE
Asaro	Peter	The New School
Ayyash	Moussa	Chicago State University
Beetem	James	Brass Word Publishing
Berenbach	Brian	Georgia Institute of Technology International Center for Information Ethics
Bielby	Jared	University of Oxford
Boddington	Paula	Insight Inc.
Brodbeck	Noah	ARTICLE 19 & University of Oxford
Cath	Corinne	Independent
Daine	Ashwin	NEC Corporation
Egawa	Takashi	Robotics and Automation
Gillespie	Tony	Abelia Corporation
Gray	Lewis	VHG-The Victoria Hailey Group Corporatio
Hailey	Victoria	The University of Melbourne, Australia
Hall	Philip	Vega Systems-UK
Hassami	Ali	
Havens (Chair)	John	The Global Initiative for Ethical Considerations in the Design of Autonomous Systems
Jackson	Angela	Consultant
Kanellopoulos	Yiannis	Software Improvement Group
McAliley	LaMont	Noblis
Murahwi	Zvikomborero	Services Sector Education Authority in Johannesburg, South Africa
Nguyen	Carolyn	Microsoft
Raghavan	Sridhar	Independent
Ring	Jack	International Council for Systems Engineering

Salah	Dina	Sadat Academy for Management Science
Santos-Lang	Chris	Independent
Spiekermann (Vice-Chair)	Sarah	Vienna University of Economics and Business
Underwood	Mark	Krypton Brothers
Van Dyne	Colette	Microsoft
Vargas	Patricia	Heriot-Watt University
Victor	Michelle	Penn-State
Verma	Nishchal	Indian Institute of Technology Kanpur, India
Winkler	Till	Vienna University of Economics and Business

**Attendees:**  
**Non-Voting**

<b>Last Name</b>	<b>First Name</b>	<b>Employer/Affiliation</b>
Carbonera	Joel	IBM Research
Rizzo	Gabriele	Leonardo Company
Vance	Richard	Retired
Dignum	Virginia	TU Delft
Di Maio	Paula	EuroSPES Fellow
Zgrzebnicki	Pawel	University of Social Sciences and Humanities, Warsaw, Poland.

Friedman, Batya University of Washington (*guest*)

Bahn, Christy IEEE-SA (*staff*)