

**IEEE P7000 Working Group Meeting  
Draft Agenda  
3 November 2017 / 9:00 A.M. – 12:00 P.M. (EDT)  
Teleconference**

- 1. Call to Order**
- 2. Roll call and Disclosure of Affiliation**
- 3. Approval of Agenda**
- 4. Call for Patents** ([Patent Policy](#))
- 5. Approval of September 2017 meeting minutes**
- 6. Draft Updates:** Sarah Spiekermann, Vice-Chair
  - a. **Q&A**
- 7. Process Discussion:** John Havens, Chair and Sarah Spiekermann, Vice-Chair
  - a. **Q&A**
- 8. Subgroups**
  - a. **Review subgroup document: Timeline, Scope, and Deliverables**
  - b. **Approval of subgroups**
  - c. **Appointment of subgroup Chairs**
- 9. New Business**
- 10. Dates for upcoming WG Meetings**
  - 15 December, 2017 / 9:00 AM – 11:00 AM (EDT)
  - 26 January 2018 / 9:00 AM – 11:00 AM (EDT)
  - 9 March 2018 / 9:00 AM – 11:00 AM (EDT)
- 11. Adjourn**