

**IEEE P7000 Working Group Meeting  
Draft Agenda  
15 December 2017 / 9:00 A.M. – 12:00 P.M. (EST)  
Teleconference**

**1. Call to Order**

The meeting was called to order at 9:03 A.M.

**2. Roll call and Disclosure of Affiliation**

The attendee list of those present is attached.

**3. Approval of Agenda**

***Motion to approve the meeting agenda.*** The agenda was approved as submitted without objection.

**4. Call for Patents ([Patent Policy](#))**

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

**5. Subgroups Review/Discussion**

**a. Subgroup Chair Appointments**

John reviewed the subgroup spreadsheet.

Gisele Waters volunteered as subgroup vice-chair for the Risk subgroup.

**b. Call for Subgroup Chair: Systems of Systems and their Stakeholders**

John noted there is not a subgroup chair for the SoSTS subgroup yet. Annette volunteered to chair the subgroup. Alexander volunteered as the subgroup vice-chair. Noah will also support the vice-chair role.

**c. Subgroup Guidance Presentation, Ali Hessami**

Ali presented his slides. He provided guidance for subgroups moving forward. He introduced a versioning system for the draft. As Technical Editor (TE), he will be in charge of document management.

**d. Subgroup / P7000 Timeline Discussion**

John shared with the members a very rough draft of the subgroup timeline. The idea is for subgroups to meet and eventually get to the point where they have recommendations that will be presented to the WG for discussion and a vote. The TE

will submit the text that is approved by the voting members of the working group into the draft.

## 6. Next Steps Discussion

a. How will we align Subgroups and main WG efforts

John noted he would like to have a 3<sup>rd</sup> draft completed by the end of 2018. Subgroups can start meeting when they like. John asked the group to start the process and see how it works. There will be issues, we will listen to what people are saying and figure out a best practice.

## 7. New Business

Sri briefly shared with the group his perspective on ethics and systems. He noted the issues dealing with, the IEEE Global Initiative on AI & IS. Sri prepared a presentation that has been uploaded in iMeet in the folder for today's meeting.

Vicky noted that a comment form in the subgroup would shut down creativity. There should be an open creative environment. She also noted that there might be too many minutes being scheduled. There is a working group meeting, subgroup meetings, and then a call prior to the WG call with the TE and subgroup chairs.

Vicky proposed a 5<sup>th</sup> subgroup, ontology. She recommended that Sara Jordan chair the subgroup. Sara leads the glossary committee that is part of the IEEE Global Initiative on Ethics of AI and IS. Vicky noted that terminology should be worked out in this subgroup; the other subgroups shouldn't have to worry about this. Noah agrees with the proposal of the subgroup. There was a motion to create the subgroup but with limited time, this will be added to the January agenda for discussion.

## 8. Dates for upcoming WG Meetings

- 26 January 2018, 9:00 AM – 11:00 AM (EST)
- 9 March 2018, 9:00 AM – 11:00 AM (EST)
- 20 April 2018, 9:00 AM – 11:00 AM (EST)

## 9. Adjourn

The meeting was adjourned at 11:57 A.M.

### Attendees:

Last Name	First Name	Employer/Affiliation	Voting
Beetem	James	Brassword Enterprises LLC	x
Brodbeck	Noah	Self	x
Daine	Ashwin	Independent	x
Gillespie	Tony	Robotics and Automation	x
Gray	Lewis	Abelia Corporation	x

Hailey	Victoria	VHG-The Victoria Hailey Group Corporation	x
Havens (Chair)	John	The Global Initiative for Ethical Considerations in the Design of Autonomous Systems	x
Hessami	Ali	Vega Systems-UK	x
Lewis	Ruth	Swinburne University of Technology	x
Light	Gerri	Western Governors University	x
Murahwi	Zvikomborero	Independent	x
Novotny	Alexander	Independent	x
Reilly	Annette	Unaffiliated	x
Salah	Dina	Sadat Academy for Management Science	x
Spiekermann (Vice-Chair)	Sarah	Vienna University of Economics and Business	x
Zgrzebnicki	Pawel	University of Social Sciences and Humanities, Warsaw, Poland	x
Haidegger	Tamas	Obudda University	
Santos-Lang	Chris	Independent	
Di Maio	Paola	Systemica	x
Rizzo	Gabriele	Leonardo Company	x
Underwood	Mark	Krypton Brothers	x
Bohr	Barbara	HSR Hochschule für Technik Rapperswil/Switzerland	
Ring	Jack	International Council for Systems Engineering	
Villasante	Ramon	PositiveSocialImpact	
Waters	Gisele	Symbiotca LLC	
Bahn	Christy	P7000 Secretariat /IEEE-SA (staff)	