

**IEEE P7000 Working Group Meeting
Draft Agenda
24 August 2018 / 9:00 A.M. – 11:00 A.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 July 13th 2018 Meeting Minutes**
- 6. Position Announcement: Processes & Risk Groups**, John Havens
- 7. Update from Technical Editor**, Ali Hessami
 - a. Overview of TE process moving forward
 - b. Drafting Guidelines and Hygiene Factors: General explanation of IEEE Style Guidelines for SGs to follow
 - c. Overview of general timing for submission pre November WG meeting
 - d. Description of SG alignment pre and post November WG
- 8. Update from Subgroup Chairs (if any), re: work to date**
 - a. Risk Subgroup Update, Ali Hessami.
 - b. Systems of Systems, Annette Reilly
 - c. Processes, Noah Brodbeck
 - d. Ethics, Sarah Spiekermann
 - e. Ontology, Mark Underwood
- 9. New Business**
- 10. Dates for Future WG Meetings**
 - 5 October 2018 / 9:00 AM – 11:00 AM (EDT)
 - 15-16 November 2018 (Washington, DC)
- 11. Adjourn**