

IEEE P2834 Working Group – Minutes of Meeting
28 September, 2020 / 5:00 PM – 6:00 PM (EDT) via WebEx
WG Chair: Hamadou Saliah-Hassane

1. Call to Order
 - a. The meeting was called to order by the Chair at 5:05 PM EDT.
2. Roll Call and Disclosure of Affiliation

Affiliation FAQs: <http://standards.ieee.org/faqs/affiliation.html>

 - a. Carried out via Chat in Webex.
3. Approval of Agenda
 - a. Avron moved to approve the agenda. It was seconded by Richard. All were in favor.
4. Approval of Previous Meeting Minutes
 - a. Richard moved to approve the minutes of meeting from May/4/2020. It was seconded by Avron. All were in favor.
 - b. Misunderstanding of this meeting time across global timezones was discussed and the Chair clarified on the current timing. The current time appeared fine with all. However, few joined the meeting just as it had ended.
5. IEEE Patent & Copyright Policies

Call for Patents <https://development.standards.ieee.org/myproject/Public/mytools/mob/slideset.pdf>
Copyright <https://standards.ieee.org/ipr/copyright-materials.html>

 - a. The Chair made a call for potentially essential patents. No patents were disclosed by attendees.
 - b. The copyright slides were shown to all attendees.
6. WG Officers Appointment – Secretary & Treasurer
 - a. Secretary – WG Chair introduced the new secretary replacing Scott Gallant. Sundar Krishnan introduced himself as the new secretary of the WG.
 - b. Treasurer - A volunteer was identified but missed this meeting. He will be introduced in the next meeting prior to appointment to this role.
7. Technical Presentation & Discussions
 - a. Cihan Varol updated all on the presentation they made on July 30 2020 along with Hamadou Saliah-Hassane in the framework of IEEE Learning Network and IEEE Education Society Virtual Conference initiative. The title was “ Student and Data Privacy when offering Remote Instruction” at the IEEE Education Society initiatives in July 2020. He mentioned that about 600 people attended and it was well received. Per Cihan, few takeaway items from this presentation can be considered by the Digital Forensics sub-group of this IEEE SA P2834 WG. This presentation was prerecorded ahead of the event. It is available on-demand at <https://event.on24.com/eventRegistration/EventLobbyServlet?target=reg20.jsp&partnerref=IA>

[WLPconOnDemand&eventid=2435538&sessionid=1&key=98C37E6355BBC483866EA343E52EBA C2®Tag=1165074&sourcepage=register](https://www.ieee.org/standards/events/WLPconOnDemand&eventid=2435538&sessionid=1&key=98C37E6355BBC483866EA343E52EBA C2®Tag=1165074&sourcepage=register)

- b. Brainstorming and progress report (Chair, Vice Chair and all members)
 - i. The Chair requested members from EEE Education Society, Computer Society and Industrial Electronics Society to provide guidance on future growth of this WG based on the WG scope.
 - ii. The Chair requested members of the WG brainstorm on “IEEE SA P2004 - Hardware-in-the-Loop (HIL) Simulation based Testing of Electric Power Apparatus and Controls”.
 - iii. Digital Forensics Sub group update was provided by Cihan. The sub-group met on June-06-2020 with about 15 attendees. Three tasks were identified during that meeting namely; 1) Clarify what really constitutes smart learning systems and identification of components with forensic potential 2) Creating a forensic sound-proof procedure to handle and collect evidence. 3) Complete forensic methodology according to the Confidentiality, Integrity and Availability (CIA) triad.

The sub-group is currently working on task#1. They did not meet due to COVID19 in summer. The goal of the sub-group is to deliver (to this WG) task#1 as a deliverable by this year end.
 - iv. Per Allen Chen, the Industrial Electronics Society (IES) had not identified any other IES members to join this WG. Allen will continue to encourage other IES Standards TC members to join the WG.
 - v. The Chair revisited the scope and title of P2834- Standard for Secure and Trusted Learning Systems. He then requested members to ponder over it and provide feedback on the main components to focus.
 - vi. The Chair planned to prepare a document to identify a path to follow and timelines for deliverables. The Chair sought volunteers who are interested to work with him on this task.
 - vii. Richard Tong, a member of “P7004.1 WG - Recommended Practices for Virtual Classroom Security, Privacy and Data Governance” evinced interest in collaborating with this P2834 WG by leveraging standards, artifacts, auditing requirements, best practices, etc. from this WG and also by contributing back to this WG in a similar way. Members of this WG are welcome to joining P7004.1. Fred Yan, the Chair of P7004.1 presented himself.
 - viii. In the next meeting of this WG, Richard Tong will present on P7004.1

8. Unfinished Business/Action Item Review

- a. Action item# 7.a from WG meeting on “04 May 2020” stands cancelled. It was a presentation due by Eric Shepherd and Scott Gallant on “Why is Security, Privacy and Trust Different for Learning Systems”. No presentations/artifacts were received by the Chair from Eric Shepherd and/or Scott Gallant on this subject. The Chair mentioned that Eric Shepherd is no longer with this WG. Also, he mentioned that Scott Gallant has moved on from the secretary position of this WG.

9. New Business

None identified

10. Adjourn

Meeting was adjourned by the WG Chair at 5.55 PM EDT
Minutes submitted by Sundar Krishnan (Scribe)

Meeting Attendees

1. Hamadou Saliah-Hassane (WG Chair)
2. Avron Barr
3. Maria Larrondo Petrie
4. Sundar Krishnan
5. Karpoor Shashidhar
6. Elio Sancristobal
7. Richard Tong
8. Natalia Andrea Bueno Pizarro
9. Manuel Castro Gil
10. Juan Guillermo Lalande Pulido
11. Herminio Borges
12. Victor Huang
13. Cihan Varol
14. Larisa Dunai
15. Yang Shi
16. Martin Llamas Nistal
17. Jhennifer Cristine Matias
18. Emilio Werner
19. Marcelo Daniel Berejuck
20. Janusz Zalewski
21. Fred Yan
22. Mounia Abik
23. Luis Felipe Zapata Rivera
24. Allen Chen
25. Vanessa Lalitte