

Artificial Intelligence Standards Committee Meeting

Draft Minutes

22 February 2021, 2:00 PM – 3:00 PM (UTC)

Teleconference: WebEx

1. Call to Order

The meeting was called to order at 2:03 PM by the Standards Committee Chair, Ansgar K.

2. Introduction and Declaration of Affiliation

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

Everyone present on the call was asked to introduce themselves via the WebEx chat; provide first/last name and affiliation. A list of participant's present is attached.

3. Review of Standards Committee Policies and Procedures

The C/AISC policies and procedures were approved by AudCom on December 3rd, 2020. Ansgar reviewed the Standards Committee (SC) scope and responsibilities.

Individuals on the call were asked to read through the approved [policies and procedures](#).

4. Standards Committee Voting Membership Establishment

Per the approved SC P&P:

4.3 Voting Membership

Voting membership shall be granted automatically to those participants attending the first meeting of a newly chartered Standards Committee upon request.

A participant becomes a voting member by attending 2 of the last 4 meetings(s).

The participant becomes a voting member at the end of the second meeting the participant attended.

4.3.1 Requirements for Voting Members

These requirements do not apply to ex-officio voting members.

A voting member is required to attend 2 of the last 4 meetings, including electronic meetings.

Participants on today's call are voting members of the SC. If you do not wish to be a member of the SC at this time please contact Christy B. (staff) IEEE-SA, c.bahn@ieee.org

5. Approval of the Agenda

Motion to approve the agenda. (Mover, Richard T.; Second, Carlos J.) The agenda was unanimously approved as presented without objection.

6. Establishment of Officers based on Policies and Procedures

- Appointment of Vice-Chair

Ansgar announced the appointment of Richard T. to the Vice-Chair role.

- Call for a Secretary

The role of the secretary is open. Anyone who is interested in the role is asked to contact Christy B. (staff) IEEE-SA, c.bahn@ieee.org and review the responsibilities of the secretary that can be found in the SC P&P.

7. Review and Approval of Working Group Policies and Procedures

- a. Individual
- b. Entity

Standards Committees are expected to ensure that their Working Groups (WG) have Policies and Procedures (P&P) and that the WG P&P conform to the IEEE SA Standards Board approved baseline document. When a Standards Committee P&P is initially accepted by the IEEE SA Standards Board, and when that Standards Committee P&P is revised, reviewed and accepted every five years, a review of that Standards Committee's WG P&P will follow.

Motion to approve the individual and entity WG P&P. (Mover, Richard T.; Second, Lixin F.). The individual and entity WG P&P was unanimously approved without objection.

8. Discussion Topics

a. New PAR(s) for consideration

- P2986: Recommended Practice for Privacy and Security for Federated Machine Learning (Entity PAR). The unapproved PAR can be found [here](#).

Motion to approve the authorization for the submittal of P2986 to NesCom. (Mover, Richard T.; Second, Howard D.). P2986 was unanimously approved without objection for submittal to NesCom.

b. Potential approved PARs transferred from C/SAB (IEEE Computer Society/Standards Activity Board) and LTSC (Learning Technology Standards Committee)

- LTSC approved PARs for consideration:
- [P2894](#): Guide for an Architectural Framework for Explainable Artificial Intelligence
- [P2961](#): Guide for an Architectural Framework and Application for Collaborative Edge Computing
- [P3652.1](#): Guide for Architectural Framework and Application of Federated Machine

Learning

Motion to approve transferring P2894 and P3652.1 from LTSC to AISC. (Mover, Robby R.; Second, Richard T.). P2984 and P3652.1 were unanimously approved without objection to be transferred from LTSC to AISC

There was discussion on the scope of P2961 and the scope of AISC, specifically the term “edge computing” and how it relates to AI.

Motion to approve transferring P2961 from LTSC to AISC. (Mover, Richard T.; Second, Jeanne S.). A vote was conducted via the WebEx; XX Approve – XX Disapprove. Motion carries. P2961 was approved by a majority vote to be transferred from LTSC to AISC

The C/SAB PARs will be discussed at the next SC meeting.

c. Ethical AI and Safe AI Standards that can leverage AISC co-standards (see IEEE Standards Operations Manual, [5.1.2.2 Joint development projects](#))

These approved PARs are under LTSC.

- [P7004](#): Standard for Child and Student Data Governance
- [P7004.1](#): Recommended Practice for Virtual Classroom Security, Privacy and Data Governance
- [P2247.3](#): Recommended Practice for Evaluation of Adaptive Instructional Systems
- [P2247.4](#): Recommended Practice for Ethically Aligned Design of Artificial Intelligence (AI) in Adaptive Instructional Systems

Motion to approve AISC as a co-standards committee for P7004, P7004.1, P2247.3, and P2247.4. (Mover, Richard T.; Second, Ricardo A.). AISC was were unanimously approved to be a co-standards committee without objection to AISC P7004, P7004.1, P2247.3, and P2247.4.

d. Coordination with other Standards Committees

Due to the lack of time this agenda item was not discussed and will be placed on the next meeting agenda.

9. Future Meetings

26 April, 22:00 UTC

10. Adjourn

The meeting was adjourned without objection at 3:10 PM.

[IEEE SA Copyright Policy*](#)

[IEEE SA Patent Policy*](#)

[Participant Behavior - Individual Method*](#)

[Participant Behavior - Entity Method*](#)

*Participants are requested to ensure they are familiar with these policies in advance of the meeting.

Participants Present:

Last Name	First Name	Affiliation	Role	Officer
Abuchaim	Ricardo	Advocacia-Geral da União	V	
Ahmed	Munir Uddin	Self	V	
Alsterda	John	Stanford University	V	
Anuraj	S.P. Dimuthu	University of Jaffna, Sri Lanka.	V	
Aranguiz	Matias	Catholic University of Chile	V	
Arora	Vineeta	Self	V	
Barrios	Carlos	Universidad Industrial de Santander (UIS), Colombia	V	
Bing	Li		V	
Cano	Maria-Dolores	Universidad Politécnica de Cartagena	V	
Chang	Yan		V	
Chatila	Raja		V	
Cloete	Ian	Stellenbosch University, South Africa	V	
Cui	Sijing	China Telecom	V	
Dahbura	Anton	Johns Hopkins University Institute for Assured Autonomy	V	
Das	Shamik	MITRE	V	
de Vaulx	Frederic	Prometheus Computing LLC.	V	
Deiner	Howard	Deinisoft, Inc.	V	
Domingues	Bruno	Intel Corporation	V	
Easttom	Chuck	Georgetown University	V	
Fan	Lixin	WeBank	V	
Farooqui	Savita	Self	V	
Fearon	Michael	Augmented Business Intelligence	V	
Flammini	Francesco		V	
Fu	Hui	Intel	V	
Gabbay	Freddy	Ruppin Academic Center. Israel	V	
Ghonda	Maeva	John Hopkins	V	
Gu	Rentao	Beijing University of Posts and Telecommunications	V	
Hailey	Vicky	VHG	V	
Hambar	Prathamesh	University of Mumbai	V	
Hanco	Hernan Nina	Universidad de Lima, Perú	V	
Hashimoto	Takako	Chiba University of Commerce	V	
Herrera	Jonathan	Quasicomputer Technologies, LLC (USA)	V	

Hobbs	Robert	Self	V	
Holstein	Dennis	OPUS Consulting Group, USA	V	
Hughes	Baden	Cognitiviti Pty Ltd.	V	
Jimenez Gomez	Carlos	Self	V	
Keenis	Gargi	IEEE SM	V	
Kindratenko	Volodymyr (Vlad)	NCSA, UIUC	V	
Knysh	Bryan	Knysh & Associates	V	
Koene	Ansgar	University of Nottingham	V	Chair
Koya	Nabeel	CDAC, India	V	
Kumar	Amruth		V	
La Roque-Doherty	Sean	No Affiliation	V	
Lakshminarayanan	Ramkumar	UTAS-Sur, Oman	V	
Leopold	Trent	CoDallas, TX	V	
Liu	Ming	Self	V	
Lu	Yan-Ping	Monash University in Australia	V	
Lu	Victor	Beijing Normal University	V	
Ma	Chenghao		V	
Ma	Ralf	Dreamerse Corp.	V	
Manning	Francis	Lockheed Martin	V	
Matthews	Jeanna	Clarkson University	V	
Mayor	Michael	Self	V	
Meerja	Akhil Jabbar	Vardhaman College of Engineering, Hyderabad, India	V	
Michalsk	Radoslaw	Wroclaw University of Science and Technology, Poland	V	
Ntang	Pierre Marie	TELUQ, Montréal, Canada	V	
O'Dea	Michael	Sumitomo Mitsui Banking Corporation (SMBC)	V	
Ocampo	Ernesto		V	
Olszewska	Joanna	UWS, UK	V	
Opfer	Jurgen	Fujitsu Australia Ltd	V	
Ortolan	Francois	DCMS UK gov	V	
Padget	Julian	University of Bath, UK	V	
Pan	Margaret	China Telecom	V	
Pena	Tomas	L3Harris Technologies	V	
Poh Lim	Tern		V	
Qiao	Yuansong	Athlone Institute of Technology, Ireland	V	

Raman	Ramakrishnan	Self	V	
Rannow	Randy	Silverdraft Supercomputing	V	
Robson	Robby	Squirrel AI Learning	V	
Sankaran	Sridharan	Tata Consultancy Services	V	
Schrage	Reinhard	SchrageConsult	V	
Sengmeng	Koo	AI Singapore	V	
Sethi	Ritu	IEEE CS SAB	V	
Sherman	Mark	Carnegie Mellon University, Software Engineering Institute	V	
Simkin	Barnaby	NVIDIA	V	
Smith	Ben	RSA Security	V	
Soper	Robert	Illuminate	V	
Stewart	Jeanne	No Affiliation	V	
Stewart	Kimberly		V	
Subbarao	Girish Aramanekoppa	Self	V	
Tang	Tianyi (Ivy)	Squirrel AI Learning	V	
Tang	Ying	Rowan University	V	
Tong	Richard	Squirrel Ai Learning	V	Vice-Chair
Vale	Zita	ISEP - Instituto Superior de Engenharia do Porto	V	
Valero	Clara	Universitat Politecnica de Valencia	V	
vanden Heuvel	Alex	Neways Electronics International NV	V	
Wei	Bao	CESI	V	
Weng	Jianshu	AI Singapore	V	
Werner	Axel	Computer Society	V	
Yang	Xiaodong	Chinese Academy of Science, Institute of Computer Technology	V	
You	Yolando	Huawei Technologies	V	
Yuan	Yu	OxSenses Corp.	V	
Zhang	Di	China Telecom	V	

V = Voting Member