IEEE LTSC Monthly Meeting
Tuesday, 10 December 2019, 9:00 am Eastern Time

Administrative Issues and New Business

1. Roll call, establish quorum
   a. Please sign in on the IEEE LTSC Roster here: https://goo.gl/b7zQVL
   b. Please update your affiliation information there, if it has changed.
   c. If you can’t get to that file, just let us know you’re here.
   d. Regular attendance is required to be a voting member and to be counted towards quorum. Let us know if we’ve made an eligibility error.
   e. Today: 19 voting members out of 33 eligible. Quorum achieved?
2. Review and approval of today’s agenda. Please feel free to add to the notes during the meeting.
3. Review and approval of our last meeting’s minutes. The notes from the recent meeting are posted on the LTSC website on the Meetings & Agenda tab, here.

4. Antitrust and IP awareness
   a. This is a TECHNICAL committee. Please familiarize yourself with these antitrust and IP guidelines for IEEE meetings.
   b. In order to prevent the situation where implementing a future standard requires an unreasonable or unfair charge by a patent holder, YOU are asked to report the existence of any patent claims (held by you or by anyone else) that might be essential to implementers of any proposed standards (Potentially Essential Patents):
      i. Speak up now, or
      ii. Report any essential patents of which you are personally aware to the Chair, or
      iii. Cause a Letter of Assurance to be submitted to the IEEE-SA, which will assure that either the patent won’t be enforced or that it will be licensed on a reasonable and non-discriminatory basis.
   c. Don’t discuss
      i. the interpretation, validity, or essentiality of patents/patent claims.
      ii. specific license rates, terms, or conditions.
      iii. the fixing of product prices, allocation of customers, or division of sales markets.
      iv. the status or substance of ongoing or threatened litigation.
d. Don’t be silent if inappropriate topics are discussed ... do formally object.

5. The new LTSC Officers for the 2020-2021 term.
   a. Chair: Richard Tong
   b. Vice Chair: Jim Goodell
   c. Secretary: Brandt Redd
   d. Treasurer: Shelly Blake-Plock
   e. Our new officers will take over after today’s meeting.

6. News and New Projects
   a. The kickoff meeting for the new joint project with IEEE Education Society and Industrial Electronics Society on Secure and Trusted Learning Systems, P2834, will be held in San Francisco next Wednesday, 18 December: 
      https://sagroups.ieee.org/2834/p2834-standard-for-secure-and-trusted-learning-systems-kick-off-meeting/
   b. P1959.1, Augmented Reality Learning Experience Model, has passed its second ballot and has been submitted to RevCom for consideration at their January meeting.
   c. The SCORM renewal standard, 1484.12.3 (XML Schema and Binding) has also successfully completed its second ballot.
   d. The 2020 Standards Board Meeting Calendar is here:
      https://standards.ieee.org/content/dam/ieee-standards/standards/governance/sasb/2020calendar.pdf. There will be a moratorium on new ballot measures starting on 17 December, due to an IEEE myProject system update.

7. Upcoming meetings
   a. Competency standards P1484.20.1. Second Monday 11am Eastern
   b. xAPI standard WG. Second Tuesday, 2:30 PM Eastern
   c. xAPI standard editing sub-group. Third and Fourth Tuesday, 2:30 PM Eastern
   d. AIS WG meets monthly: Second Thursday, 10:00am Eastern.
   e. eBooks for Learning (7919.1), every Wednesdays @ 9:00 AM Eastern
   f. There’s a new IEEE meetup.com group in Seattle.
   g. The guest speaker at this month’s TLA Working Group meeting (19 December, 10:00am ET) is Shelly Blake-Plock. He will take a look ahead at xAPI a year from now, when tools like DAVE and DATASIM are in place. xAPI folk make be interested in another TLA Working Group meeting. The subcommittee defining a DoD-specific xAPI profile meets on Monday, 16 December. Register here to get future meeting notifications: https://forms.gle/gqrRx23wSGVNVWX29.
h. ICICLE Learning Engineering community meeting, **Wednesday, 18 December, 11:00amET**, join.me/IEEE-ICICLE.

**Working Group Reports**

   a. CM4LTS (**Charter**) will commence in earnest in December to help frame, align, and harmonize LTSC work groups with each other with other related standards, specifications, and service providers.
   b. The Study Group will **Update the IEEE’s 2003 Learning Technology Systems Architecture standard 1484.1** and publish a crowd-maintained, updated, conceptual/logical meta model with linked alignments to relevant data, technical, policy, and achievement standards.
   c. **Get involved.** The first general meeting will be held **January 3 at 2PM ET**. If you are interested in participating in this group, email Greg Nadeau <gregnadeau7@gmail.com>.

9. **P1589 Augmented Reality Learning Experience Model (ARLEM)**
   a. Successful second ballot. P1589 has been submitted to RevCom for consideration at their January 8th meeting. If all goes well, the IEEE SASB will issue final approval two weeks later.
   b. P1589 is a content portability standard for moving data about the augmented learning environment from one AR system to another.
   c. The focus now is on adoption of the standard, reaching out to vendors and adopters.

10. **Standards for Mobile Learning Technology WG - Elliot Robson**
    a. (http://sites.ieee.org/sagroups-7919-1/)
    a. P7919.1 -- defining levels of functionality of mobile eReaders.
   b. Member Sign Up: http://sites.ieee.org/sagroups-7919-1/members/
   c. **Next meeting:** Every Wednesday at 9am ET
   d. **Elliot Robson**, Chair; Ayman Abdel-Rahman, Secretary.

11. **xAPI WG (9274). Jono Poltrack.**
    a. 9274.1.1 xAPI Base Standard
    i. Website: http://sites.ieee.org/sagroups-9274-1-1/
       1. Upgrading our site and Drive/resources over the holidays
    ii. If you are interested in participating in xAPI base spec standardization, sign up at http://sites.ieee.org/sagroups-9274-1-1/members/
iii. Meetings
   1. Working Group meeting today at 2:30 ET (and 2nd Tuesday every month)
   2. Editing Sub-Group meeting 3rd and 4th Tuesday of each month at 2:30 Eastern. Contact Andy Johnson. Next meeting on the 17th.

   andy.johnson.ctr@adlnet.gov

iv. Contact Jono Poltrack. jono@veracity.it

b. Several other standards projects are being planned/in the works:
   i. P9274.4.2 -- Recommended practice for xAPI Security
      1. Contact Shelly Blake-Plock. shelly@yetanalytics.com
   ii. P9274.4.1 -- Recommended practice for xAPI implementation
   iii. P9274.2.1 (Profile Spec)
   iv. P9274.3.n (Individual Profiles)

12. Competencies, Jim Goodell.
   a. 1484.20.1 (revision) - Competency Data Standards
   b. The revision of the old Reusable Competency Definitions standards will refer to the common elements identified by the Credential Ecosystem Mapping Project.
   c. Meets on 2nd Monday of the month at 11am EDT. www.join.me/IEEE-LTSC
   d. A subgroup being led by Eric Shepherd is developing a Guide to Well Formed Competency Definitions. The subgroup meets every other week on Mondays at noon EDT.
   e. Please join us! If you plan to participate in the workgroup, please register to be on the mailing list for meeting notices here: http://sites.ieee.org/sagroups-1484-20-1/members/
   f. Next Meeting: Monday, January 13 - 11:00 am Eastern Time
      www.join.me/IEEE-LTSC
   g. Contact: Jim Goodell, jimgoodell@qi-partners.com

13. Child and Student Data Governance (CSDG WG), P7004. Marsali Hancock.
   a. Meetings: third Wed of the month at 3:00 p.m. Eastern
   c. Contact: Marsali Hancock, marsalih@gmail.com.

14. SCORM maintenance (SCORM Renew). Andy Johnson
   a. 1484.12.3 (XML schema and binding) has passed its second ballot.
   b. Contact Andy, andy.johnson.ctr@adlnet.gov.
c. Website: http://sites.ieee.org/scormrenew/
d. Additional SCORM-related standard expirations this year
   i. P1484.11.2, ECMAScript Application Programming Interface for Content to Runtime Services Communication
   ii. P1484.12.1, Standard for Learning Object Metadata (LOM)
e. Next meeting in January.

   Michael Jay.
   a. Preparing the “proceedings” and proposals for post-ICICLE activities for the community of learning engineers. Digital proceedings in 1Q20.
   b. Michael Jay will take over as Chair on December 17th with the new ICICLE Executive Board including these new officers:
      i. Chair: Michael Jay
      ii. Vice-Chair: Jessie Chuang
      iii. Secretary: Jody Lis
      iv. Treasurer: Shelly Blake-Plock
   c. A new ICICLE Learning Engineering Meetup.com Group has been formed in Seattle by Cheryl Christensen, shibbyrae@icloud.com
   d. December Community meeting: third Wednesday, 18 December, 11:00 ET. www.join.me/IEEE-ICICLE.
   e. Sign up for notifications at www.ieeeicicle.org

      “Standard for the Classification of Adaptive Instructional Systems. This standard defines and classifies the components and functionality of adaptive instructional systems (AISs). This standard defines parameters used to describe AIS and establishes requirements and guidance for the use and measurement of these parameters.”
   b. Monthly teleconference every 2nd Thursday at 10:00am eastern. Next meeting ????. All interested parties should sign up here to get meeting reminders and posts: http://sites.ieee.org/sagroups-2247-1/members
   c. P2247.1 Subgroup focused on Conceptual Modeling led by Anne Knowles, (aknowles2nd@gmail.com) meets weekly Wednesday mornings.
      i. To view current draft of the AIS subgroup’s approach to the conceptual model standard, request access to IEEE Collabratec’s “AIS 2247.1” workgroup
ii. From the PAR: This standard enables producers of AIS to describe the overall operation of an AIS; to specify its approach, method, and level of adaptation; and to identify the methods used to implement specific components and interfaces. This standard enables consumers of AIS to make comparisons to inform purchasing and deployment decisions and serves a reference for technical standards that support the exchange of data among AIS and between AIS and other education and training systems. This standard incorporates and promotes the principles of ethically aligned design for the use of artificial intelligence (AI) in AIS.

iii. Will circulate draft for comments within LTSC/AIS this quarter.


d. P2247.2 Subgroup focused on Interoperability led by Richard Tong, Yixue Squirrel AI learning. Meets every other Thursday morning. Looking for a new Chair, since Richard is the new LTSC Chair.

e. P2247.3 Subgroup focused on recommended practices for AIS evaluation subgroup will be led by Shelly Blake-Plock.


g. The second AIS conference will be in Copenhagen, Denmark at the AC Bella Sky Hotel and Bella Center (19–24 July 2020). ~20 parallel sessions have been proposed and are seeking submissions.

h. We are still searching for some subgroup region leaders (Conceptual Modeling, Interoperability Standards, and Recommended Practices for AISs) in Asia-Pacific, Americas, and Europe-Africa to stimulate face-to-face meetings in each region. International conferences like HCII and AIED are being used to facilitate interaction between regions.

i. Due to the interest in AIS technology in China, the working group is exploring ways to create an affiliated group in Asia. Contact Xiangen Hu, Asia-Pacific Regional Leader for AIS Conceptual Modeling, if you are interested: xhu@memphis.edu

This is an entity-based working group. Guide for Architectural Framework and Application of Federated Machine Learning. A standard/guide for how to federate data models across multiple databases for machine learning without exposing information about individuals in the respective DBs.

Several related AI projects have been proposed at the IEEE.

Website: https://sagroups.ieee.org/3652-1/

Interested representatives of IEEE corporate members should contact: Ya-Ching (Angelica) Lu, angelica.lv@clustar.ai

   a. This is an entity-based working group. Interested representatives of IEEE corporate members should contact the Chair, Dr. Yuhyan Park, park@dqinstitute.org.
   b. Restarting the WG. Also starting an Industry Connections activity on “Digital Intelligence.”

15. INACTIVE: xAPI TAG. Shelly Blake-Plock
    a. On hiatus awaiting completion of WG9274 work on 9274.1.
    b. Master draft of xAPI 1.0.3 report for technical implementers is available here.
    c. Tech report -- Recommended practice for xAPI implementation -- submitted as a recommended practice standard.
       i. PAR accepted and this will be 9274.4.1. Work will begin after the completion of work on 9274.1.
    d. xAPI Archive work will commence post-ICICLE.
    e. Considering another tech report on xAPI profiles best practices P9274.4.2, along with work on the next PAR, P9274.2, about profiles. We’ll likely follow the model of .1 followed by .4.
    f. Contact Shelly Blake-Plock shelly@yetanalytics.com. See www.tagxapi.org for meeting details and connection information

19. Next LTSC monthly meeting date:
    a. The LTSC meets on the second Tuesday of the month to discuss progress and problems across all the projects.
    b. Our next LTSC meeting will be Tuesday, January 14th at 9:00am Eastern Time.