IEEE LTSC Monthly Meeting  
Tuesday, 8 October 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: 17 voting members out of 31 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.
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. New officers will take over after the December 10th monthly meeting.
   f. I suggest that we have a meeting of the officers to establish roles and discuss transition.

6. **Vanessa Lalitte**, our new IEEE Liaison Officer, would like to speak with all of the Working Group chairs individually, at your convenience. Please contact Vanessa at v.lalitte@ieee.org.

7. **News and New Projects**
   a. New PAR submitted to NesCom: P9274.4.2, Recommended Practice for Cybersecurity in the Implementation of the Experience API (xAPI)
   b. Hamadou Saliah-Hassane’s joint standards project between the LTSC (IEEE Computer Society), the Education Society, and the Industrial Electronics Society focused on security called “Secured and Trusted Learning Systems.”
      i. IEEE-SA (through the TAB Committee on Standards) grant approved - $10K mainly for meetings later this year.
      ii. Contact Hamadou Saliah-Hassane hsaliah@ieee.org.
   c. Andy Johnson has had new revision PARs approved for two more expiring SCORM standards:
      i. P1484.11.2, ECMAScript Application Programming Interface for Content to Runtime Services Communication
      ii. P1484.12.1, Standard for Learning Object Metadata (LOM)

8. **The LTSC websites has moved.**
   b. Please let us know about glitches and out-of-date information. A major update to our web and social media presence is being discussed for next year.

9. **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. AIS Workshops at I/ITSEC (see below)  
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 speakers at this month’s TLA Working Group meeting (17 October, 10:00am ET) are Ajoy Vase from Chan Zuckerberg Initiative and Ben Goldberg from the US Army’s Simulation and Training Technology Center. Register here to get future meeting notifications: https://forms.gle/gqrRx23wSGVNVWX29.  
h. ICICLE Learning Engineering community meeting, Thursday, 17 October, 11:00amET, join.me/IEEE-ICICLE.  
i. Plenary session in Beijing on the 25-27th. On the new AI and Smart Manufacturing WGs, including Federated Machine Learning. Registration website: https://events.vtools.ieee.org/m/203479

Working Group Reports

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/  
      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  
      iv. Contact Jono Poltrack. jono@veracity.it  
   b. Several other standards projects are being planned:
i. New PAR submitted to Nescom - p9274.4.2 -- Recommended practice for xAPI Security
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. New subgroup: A subgroup being led by Eric Shepherd is developing a Guide to Well Formed Competency Definitions. This is one of the deliverable planned for the CDS WG and will be brought back to the main WG (but could be spun out as a separate standard/product). 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, October 14, 2019 - 11:00 am EDT (15:00 UTC)
      www.join.me/IEEE-LTSC
   g. Contact: Jim Goodell, jimgoodell@qi-partners.com

13. Child and Student Data Governance (CSDG WG), P7004. Marsali Hancock.
      Almond, is the working prototype, privacy agent voice command virtual agent https://almond.stanford.edu/
   b. Will start the process to update the “scope of 7004 PAR” to “This standard provides stakeholders with certifiable and responsible child and student data governance methodologies.” Previous: “The standard defines specific methodologies to help users certify how they approach accessing, collecting, storing, utilizing, sharing, and destroying child and student data. The standard provides specific metrics and conformance criteria regarding these types of uses from trusted global partners and how vendors and educational institutions can meet them.”
   c. Small team met in Berlin for writing session and developed the process by which our methodology will be based. Influenced by Karl Rauscher’s 8 ingredients to security, quality and reliability communication networks, the working group overlaps
d. Working with EdSpex Education Security and Privacy Exchange (Edspex), a nonprofit collective of individuals and organizations passionate about our future and aware of the risks of data misuse. We have aligned many principles and guidelines under a common objective, represented in open and free program resources for schools, districts, vendors, and communities.
f. Stanford’s Open Virtual Assistant for personal privacy.
g. Contact: Marsali Hancock, marsalih@gmail.com.

14. SCORM maintenance (SCORM Renew). Andy Johnson
   a. 1484.12.1 (metadata) has gone to ballot. We will circulate the old standard with a cover letter explaining why no changes have been made to this broadly adopted standard.
   b. We are looking for IEEE members who can participate in the ballot. Please contact Andy, andy.johnson.ctr@adlnet.gov.
   c. Website: http://sites.ieee.org/scormrenew/
   d. 1484.11.3 (runtime environment) has been allowed to expire
   e. 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)
   f. Next meeting: TBD

   a. The next 4 months will produce a “proceedings” and proposals for post-ICICLE activities for the community of learning engineers. Digital proceedings in December.
   b. All ICICLE 2019 attendees can submit materials for the proceedings. Please contact Shelly if you intend to submit something.
   c. 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
   d. A new ICICLE Learning Engineering Meetup.com Group has been formed in Seattle by Cheryl Christensen, shibbyrae@icloud.com
e. Possibility: evolving ICICLE into a technical community at the IEEE, which could eventually evolve into an IEEE society like the Computer Society or the Education Society.

f. 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 12 September. 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
f.  AIS panel at AIAED in Shanghai on 12 November.
g.  A new Adaptive Instructional Systems (AIS) conference under the auspices of Human-Computer Interaction International (HCII) was approved. The conference will serve as a venue for one of the two annual face-to-face meetings for the AIS working group and provide broader international exposure for IEEE standards.
ii.  The first approved AIS conference was held in Orlando, Florida at the Walt Disney World Swan and Dolphin Resort, Orlando (26–31 July 2019). First AIS International Conference on Adaptive Instructional Systems: http://2019.hci.international/ais; 52 papers (10 sessions) were approved for presentation at the HCII AIS conference. Thank you to all the the LTSC contributors to this conference. We encourage you all to participate.
ii.  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 received approval for an IEEE Learning Technology Track at IITSEC in Orlando, FL in early December. It is composed of three AIS-associated special events on Conceptual Modeling, Interoperability Standards, and Recommended Evaluation Practices for AISs. The fourth special event in this proposed track is on learning engineering.
i.  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.
j.  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

   a.  This is an entity-based working group. A face-to-face meeting was held in Macau in association with IJCAI.
databases for machine learning without exposing information about individuals in the respective DBs.

g. Participants include: WeBank, Sinovation Ventures, China Telecom, Xiaomi, Squirrel AI, JD, Clustar, 4Paradigm, Intel, LogicOcean, IBM, Zoke. 8 entities - WeBank, Sinovation Ventures, China Telecom, Squirrel AI, JD, Clustar, 4Paradigm LogicOcean - presented their outline draft.

h. Report on Macau meeting, 11 August

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

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

14. P3527.1 Digital Literacy, Skills, and Readiness

a. This is an entity-based working group.

b. Event in NY. “Building Global Standards for Digital Intelligence” session, Hosted by DQ Institute, IEEE SA and World Economic Forum, 10 October 2019, 8:30am to 4:00pm EDT, World Economic Forum, 350 Madison Avenue, New York, NY. This session will cover how IEEE is raising the standard for Digital Intelligence through its open, collaborative standards development process and global standards projects. Standards work that will be covered includes: a project that is establishing a global standard, based on the DQ Institute’s Digital Intelligence Framework, to ensure that digital literacy and competency efforts are coordinated globally; a project for an Age Appropriate Digital Services Framework, based on the 5Rights Principles for Children, that is establishing a framework for developing age appropriate digital services where users are children; and a project for Child and Student Data Governance, that is defining specific methodologies to help users certify how they approach accessing, collecting, storing, utilizing, sharing and destroying child and student data.

c. Interested representatives of IEEE corporate members should contact the Chair, Dr. Yuhyan Park, park@dqinstitute.org.

d. Restarting the WG. Also starting an Industry Connections activity on “Digital Intelligence.”

e. Jonathan and Vanessa will meet with Dr. Park tomorrow in NYC.


a. Kick off in December. Per agreement from current and incoming LTSC officers, CM4LTS 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. Alignment with CEDS. This timeframe positions the IEEE Conceptual Model to be based on the Conceptual Model that is expected to be published by US
Education Department in Version 8 of the Common Education Data Standards (CEDS) this fall.

c. **Get involved.** If you are interested in participating in this group, email Greg Nadeau <gregnadeau7@gmail.com>.

16. P1589 Augmented Reality Learning Experience Model (ARLEM)
   a. Group has initiated the recirculation ballot. Original collected 126 comments, 71 of which were mandatory changes.

17. 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](http://bit.ly/2VRgxYw).
   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](http://bit.ly/2VRgxYw) 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. Unless there is an important issue to resolve, I propose we skip the November meeting.
   c. Our next LTSC meeting will be Tuesday, **December 10th** at 9:00am Eastern Time.