



IEEE SSIT Standards Committee
Meeting June 14, 2018
7-9pm UTC

Participants:

Victoria (Vicky) Hailey, Chair
Sara Mattingly-Jordan, Vice-Chair
Beth-Anne Schuelke-Leech, Secretary
Kathryn Bennett, Senior Program Manager, IEEE
Joshua Hyman (University of Pittsburgh)
David Reed (SAP Labs)
Peter Reid (Retired)
Mark Underwood (Krypton Brothers)
Karen Silverman (Latham & Watkins, LLP)
Anitol Kark
Denis Gagné
Claude Baudoin

Notes taken by: Beth-Anne Schuelke-Leech
Meeting held online at: [/join.me/vicky.hailey](https://join.me/vicky.hailey)

1. Call to Order

The Chair called the meeting to order at 3:06pm.

2. Welcome to members and the IEEE SSIT SC

The Chair welcomed members to the meeting.

3. Roll call of Individuals

Everyone present stated their name and declared their affiliation. A quorum of members was not present.

4. Approval of Agenda

Motion #1: Approve the agenda for June 14, 2018 meeting as presented in IEEE_SSIT_SC_Agenda_for_Members_Meeting_June_14_2018_update.pdf. Voting Member Peter Reid moved to approve the agenda as per Motion #1. Voting Member Karen Silverman seconded the motion.

Motion passed by voice vote without opposition.

5. Update on PARs

A discussion of each of the PARs occurred.

PAR 7011: Standard for the Process of Identifying and Rating the Trustworthiness of News Sources.

No update provided.

PAR 7012: Standard for Machine Readable Personal Privacy Terms

David Reed gave an update on the PAR.

PAR 7013: Facial Analysis

No update provided.

6. Project Plan Framework

Kathryn Bennett provided an update on the framework for the project and outline for the draft documents. Expected time frame is within the next month. She also discussed the IEEE's response to the GDPR Privacy Policy, which went into effect on May 25th, 2018. Members need to opt in for communications. If you have not received emails, they may be going to junk mail. Otherwise, use the following link: <https://engagestandards.ieee.org/IEEE-SA-Privacy-Policy-Acceptance.html>. Information will only be shared on a needs-to-know basis to protect privacy.

7. Comment Resolution Tool

Kathryn Bennett gave a presentation on the Comment Resolution Tool. The tool is available to anyone for download at:

https://mentor.ieee.org/etools_documentation/bp/Comment_Resolution_Tool.

Action Item: Future Meeting for Working Group chairs to see the Comment Tool developed by Anitol Kank to allow them to see which tool will work better for them.

8. OMG Presentation (4pm)

- a. OMG Business Modeling & Integration standards

Claude Baudoin gave a presentation for the Object Management Group (OMG) liaison. Information about OMG can be found at: www.omg.org/bmi

- b. BPMN, CMMN and DMN

Denis Gagné gave a presentation on Business Analysts toolbox, Business Process Models, CMMN, and Decision Making tools.

Action Item: Email ballot to approve liaison.

9. Website Development and imeet collaboration website

There was a discussion on the website development and setting up the imeet website.

Action item: Kathryn Bennett set up Josh Hyman and David Reed as administrators to set up and work on website development

Action item: Beth-Anne Schuelke-Leech to set up imeet site at <https://ieeesa.imeetcentral.com/ssit-sc>

10. Outreach

There was a discussion on the outreach activities.

Action item: Karen Silverman will write website item on “Why standards for social impact of technologies should be created?” Blog should be 500–1000 words.

Action item: Sara Mattingly-Jordan will work on website/electronic newsletter format

Action item: Sara Mattingly-Jordan and Beth-Anne Schuelke-Leech will work with Kathryn Bennett on the ownership and content of the P7000 page. They will talk to Karen McCabe to get her comments and recommendations.

Action item: Vicky Hailey, Sara Mattingly-Jordan, and Beth-Anne Schuelke-Leech will have a discussion on procedures for creating liaisons and content from other entities, like NIST.

11. New Business

No new business was presented or discussed.

12. Future Meetings

Thursday, August 9th, 2018 from 7-9pm UTC

Thursday, October 18th, 2018 from 7-9pm UTC

Thursday, December 13th, 2018 from 8-10pm UTC

All meetings will be held online at: [/join.me/vicky.hailey](https://join.me/vicky.hailey)

13. Adjourn

The meeting adjourned at 5:03pm.