



**IEEE SSIT Standards Committee**  
**Meeting August 9, 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  
Peter Reid (Retired)  
Mark Underwood (Krypton Brothers)  
Karen Silverman (Latham & Watkins, LLP)  
Janet Singer (International Society for the Systems Sciences)  
David Reed (TidalScale, Inc)  
Ayse Kok Arslan (Google, Mountain View, USA)  
Joy Buolamwini (MIT Media Lab)

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 3:07pm.

**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 present.

**4. Approval of Agenda**

**Motion #1:** Approve the agenda for August 9, 2018 meeting as presented in IEEE\_SSIT\_SC\_Agenda\_for\_Members\_Meeting\_August\_9\_2018.pdf.

Voting Member Karen Silverman moved to approve the agenda as per Motion #1.

Voting Member Sara Jordan-Mattingly seconded the motion.

Motion passed by voice vote without opposition.

## **5. Update on PARs**

A discussion of the Working Group process and 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

Joy Buolamwini provided an update on the PAR.

## **6. Liaisons**

There was a discussion on the liaisons and upcoming conference calls and webinars on what is appropriate to share publicly. Project Authorization Request form is public information and can be shared.

## **7. Website Development and imeet collaboration website**

There was a discussion on the website development and setting up the imeet website. imeet website has been set up. Website is public facing. imeet site is internal only. Members can send to Beth-Anne Schuelke-Leech items or questions for imeet.

**Action item:** Beth-Anne Schuelke-Leech will work with Kathryn Bennett to try to provide information on generalities of standards creation and the resources available.

## **8. Outreach**

There was a discussion on the outreach activities.

**Action item:** Beth-Anne Schuelke-Leech will send out Karen Silverman's initial draft for the website item on "Why standards for social impact of technologies should be created?" for comments and feedback.

**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.

## **9. New Business**

No new business was presented or discussed.

## **10. Future Meetings**

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)

## **11. Adjourn**

The meeting adjourned at 4:57pm.