



IEEE SSIT Standards Committee
Meeting October 18, 2018
7-9pm UTC

Participants:

<u>Name</u>	<u>Affiliation</u>	<u>Officer</u>	<u>Voting Member</u>
Victoria (Vicky) Hailey	Victoria Hailey Group	Chair	X
Beth-Anne Schuelke-Leech	University of Windsor	Secretary	X
Peter Reid	Retired		X
Karen Silverman	Latham & Watkins, LLP		X
Janet Singer	International Society for the Systems Sciences		X
Annette Reilly	Unaffiliated		X

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 EST (7pm UTC).

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 October 18, 2018 meeting as presented in IEEE_SSIT_SC_Agenda_for_Members_Meeting_5_October_18_2018.pdf.

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

Voting Member Peter Reid 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. (Josh Hyman)

Christy Bahn has been working with Josh on developing a process for the PAR. Peter Reid has volunteered to help with the PAR.

PAR 7012: Standard for Machine Readable Personal Privacy Terms (David Reed)

No updated was provided.

PAR 7013: Facial Analysis

No updated was provided. Joy Buolamwini has withdrawn as chair of the PAR. She is helping to look for a new chair for the group and will continue as a member.

Mentoring is available on the IEEE process and being managing a PAR. Please contact Christy Bahn for details.

6. **OMG Update**

OMG (Object Management Group) liaison is in process (subcommittee under ISO/IEC JTC1).

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

There was a discussion on the website development and setting up the imeet website. The imeet website is active (internal only). The website is still in development. Members can send to Beth-Anne Schuelke-Leech items or questions for imeet.

Action item: Beth-Anne Schuelke-Leech will work with Christy Bahn to get website up until Sara Mattingly-Jordan is able to resume working on the website.

8. **Outreach**

There was a discussion on the outreach activities.

Action item: Beth-Anne Schuelke-Leech will work with Christy Bahn on the ownership and content of the website.

Action item: Karen Silverman will work with John Havens on reaching out to the Ethically Aligned Design group to solicit for new members and encourage engagement and participation.

9. **New Business**

Josh Hyman has withdrawn from being an IEEE liaison to ISO JTC1 SC42 on Artificial Intelligence. Beth-Anne Schuelke-Leech is also a liaison with this ISO group and will continue in this role.

Action item: Beth-Anne Schuelke-Leech will work on starting new PAR on responsibility, risk management, and the precautionary principle with respect to Artificial Intelligence and Autonomous Systems. Beth-Anne Schuelke-Leech will follow-up with Victoria Hailey on the PAR process.

10. Future Meetings

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

Thursday, February 14, 2019 from 8-10pm UTC

Thursday, April 18, 2019 from 7-9pm UTC

Thursday, June 13, 2019 from 7-9pm UTC

Thursday, August 15, 2019 from 7-9pm UTC

Thursday, October 17, 2019 from 7-9pm UTC

Thursday, December 19, 2019 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 3:57pm EST (7pm UTC).