IEEE SSIT Standards Committee
Meeting #29 Notes
Thursday, 15th April 2021
21:00 – 22:30 (UTC)
Location: Electronic Meeting.
Meeting chaired by Ruth Lewis; notes provided by Peter Reid.

1 CALL TO ORDER
The meeting was called to order at 21:06 (UTC).

2 ROLL CALL AND DISCLOSURE OF AFFILIATION
Roll call and disclosure of affiliation was made, and as a quorum was not present, 6 of 14 voting members, the meeting proceeded as an information session. See attendees list at the end of the notes.

3—AGENDA
Moved ______ seconded ______ that the agenda, as distributed, be approved, ______

4—APPROVAL OF MINUTES OF PREVIOUS MEETING
Moved ______ seconded ______, that the minutes of meeting #27 of 18th February 2021 be approved, ______
The notes of meeting #28 have been distributed and are available on iMeet.

5 NEW PAR APPROVED
New PAR was approved by electronic vote and will be considered by New Standards Committee (NESC) at their April 28th meeting. One minor change requested which will be processed by NESC.

- P2987 – Recommended Practice for Principles for Design and Operation Addressing Technology-Facilitated Inter-personal Control.

6 WORKING GROUP REPORTS

6.1 P2895: Standard Taxonomy for Responsible Trading of Human-Generated Data
Written report circulated to SC members before the meeting. Angela provided these additional comments:

- The WG started with a lot of momentum with a meeting in January. A Q&A was circulated on the scope and draft outline produced.
- Because of work commitments, Chair and Vice-Chair have not be able to devote the time required to the WG. The Vice-Chair is stepping down for the WG, while Chair is to become an ordinary member of the WG. Angela is hopeful that 1 or 2 people will be willing to step into the leadership roles.
- Effort is being put into expanding the WG membership.
- The next meeting is scheduled for 1st week of May.

The Chair requested that a brief summary, 500 words, of the activities been undertaken could be produced for SSIT web site, https://technologyandsociety.org/. If the summary could be sent to Miriam Cunningham at miriam@iimg.com, with a copy to SC Chair, Ruth Lewis at ruthlewis@ieee.org.
6.2 P7012: Standard for Machine Readable Privacy Terms
Written report circulated to SC members before the meeting. David provided these additional comments:

- The PAR is due to expiry on 31st December 2021. The WG is considering its option in light of the current standard development status. Three (3) options were considered at the April WG meeting. Of these, the current preferred path is to “narrow and tighten focus to complete the standard in a few months.
- Significant amount of material has been collected as the topic has generated a diverse set of use cases. The issue is compounded by different cultural and legal views of privacy when considering the issue outside the US/Silicon Valley/Technological view of the issue.
- The focus is moving towards the machine-readable privacy terms and generating a registry of terms that could be used.
- Concern was expressed that the WG did not have any members with a legal background. It was suggested that short description be produced that could be circulated by the SC Chair to potential interested people in Australia.

The Chair requested that a brief summary, 500 words, of the activities been undertaken could be produced for SSIT web site, https://technologyandsociety.org/. If the summary could be sent to Miriam Cunningham at miriam@iimg.com, with a copy to SC Chair, Ruth Lewis at ruthlewis@ieee.org.

6.3 WG Management Issues
A meeting was held with Sara Jorden and John Havens about the completion of Ethical Aligned Design for Standards paper. The outcome from the meetings was that Ruth and Lisa would undertake to review and update the paper for an October launch. The focus would be on the development of a checklist which could be used when a new ethically based PAR was under development/consideration.

7 Business Arising from Previous Meetings

7.1 Standards Workshop in 2021
The 2021 AI World Government conference will now be a virtual meeting, as such, a partial refund of support payment will be sought. Sara Jorden is still resolving this issue.

7.2 TAB CoS Call for Proposals - Round 5
The proposal submitted by SC did not progress to the next stage. The proposals from P7012 and P7014 are still under consideration.

7.3 Access to WG Drafts
For a WG to gain access to the draft version of a standard under development the following process will need to be followed.

i) The WG requesting access to a draft standard from another WG will need to put the request in writing. The request should contain the reasons why access is being sought.
ii) The request should be sent to Christy Bahn, who will then forward it to the WG for consideration.
iii) The recipient WG will then consider the request and vote to either.
   a. Accept the request and provide a copy of their draft standard.
   b. Request additional information from the requesting WG.
   c. Reject the request and provide reasons for the rejection.

8 Marketing
8.1 SSIT-SC Web Site https://sagroups.ieee.org/ssit/
A meeting was held on 8th April to review SSIT-SC Web site. A new layout was agreed. Christy to update web site layout by end of April. Once web site layout has been updated SC Officer will update content.
9 OTHER BUSINESS
There was no other business.

10 FUTURE MEETINGS
SC meetings will be held at 21:00 UTC on the 3rd Thursday of the month (UTC) for an hour and a half.

- 20th May 2021 – 21:00 UTC (07:00 21st May AEST, 22:00 BST, 17:00 EDT)
  WG P2980 & P2987 to report.
- 17th June 2021 – 21:00 UTC (07:00 18th June AEST, 22:00 BST, 17:00 EDT)
- 15th July 2021 – 21:00 UTC (07:00 16th July AEST, 22:00 BST, 17:00 EDT)
  WG P7011 & P7014 to report.
- 19th August – 21:00 UTC (07:00 20th August AEST, 22:00 BST, 17:00 EDT)
  WG P7012 & P2895 to report.
- 16th September – 21:00 UTC (07:00 17th September AEST, 22:00 BST, 17:00 EDT)
  WG P2980 & P2987 to report.
- 21st October – 21:00 UTC (08:00 22nd October AEDT, 22:00 BST, 17:00 EDT)
- 18th November – 21:00 UTC (08:00 19th November AEDT, 16:00 EST, 21:00 GMT)
  WG P7011 & P7014 to report.
- 16th December – 21:00 UTC (08:00 17th December AEDT, 16:00 EST, 21:00 GMT)
  WG P7012 & P2895 to report.
- 20th January 2022 – 21:00 UTC (08:00 21st January AEDT, 16:00 EST, 21:00 GMT)
  WG P2980 & P2987 to report.


11 ADJOURN
The meeting was adjourned at 22:18 (UTC)

ATTENDEES

<table>
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<tr>
<th>Last Name</th>
<th>First Name</th>
<th>Affiliation</th>
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<th>Role</th>
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<tbody>
<tr>
<td>Bahn</td>
<td>Christy</td>
<td>IEEE</td>
<td>Yes</td>
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<td>Bennet</td>
<td>Karen</td>
<td>Unaffiliated</td>
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<td>Bland</td>
<td>Ben</td>
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<td>LeVasseur</td>
<td>Lisa</td>
<td>Wrethinking</td>
<td>Yes</td>
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<tr>
<td>Lewis</td>
<td>Ruth</td>
<td>Technology Foresight</td>
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<td>Mace</td>
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<td>Radcliffe</td>
<td>Angela</td>
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<td>Reed</td>
<td>David</td>
<td>Deep Plum Research</td>
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<td>Reid</td>
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<td>Yes</td>
<td>V</td>
<td>Secretary</td>
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Roles: V = Voting member; NVM = Non-Voting Member; S = IEEE Staff