

**IEEE SSIT Standards Committee
Meeting #46 Minutes
Thursday, 15th September 2022
20:30 – 22:00 (UTC)
Location: Electronic Meeting**

Meeting chaired by Ruth Lewis; minutes provided by Peter Reid.

1 CALL TO ORDER

The meeting was called to order at 20:34 (UTC).

2 ROLL CALL AND DISCLOSURE OF AFFILIATION

Roll call and disclosure of affiliation. A quorum, 8 of 11 voting members, were present. See attendees list at the end of the minutes.

3 AGENDA

Moved Deborah, seconded Sean, that the agenda, as distributed, be approved, carried.

4 POLICY NOTIFICATIONS

Distributed with the agenda and brought to the attention of the meeting.

4.1 Participant Behavior

Meeting participants are reminded that participant behavior shall comply with the requirements, IEEE SA Participant-Behavior-Individual-Method & IEEE SA Participant-Behavior-Entity-Method, distributed with the agenda.

4.2 IEEE SA Patent Policy.

If anyone in this meeting believes that one or more claims in issued patent(s) or pending patent application(s) might be an [Essential Patent Claims](#), that fact should be made known to the entire working group and duly recorded in the minutes of the working group meeting.

4.3 IEEE SA Copyright Policy

Meeting participants are reminded that all material submitted during the meeting is a Contribution and is subject to the IEEE SA copyright policy as per IEEE SA Copyright Policy, distributed with the agenda.

5 APPROVAL OF MINUTES OF PREVIOUS MEETING

Moved Deborah, seconded Sean, that the minutes of meeting #45 of 18th August 2022 be approved, carried.

6 WORKING GROUP REPORTS

6.1 P2890 – Recommended Practice for Provenance of Indigenous Peoples’ Data

Report distributed prior to the meeting. Stephine provided the following additional information:

- A full draft should be available by October
- Extensive engagement with indigenous people is being undertaken, including presentation in late October at 2022 International Conference of Indigenous Archives, Libraries, and Museums, <https://www.atalm.org/node/533>

6.2 P2897 – Recommended Practice for Principles for Design and Operation Addressing Technology Facilitated Interpersonal Control

Report distributed prior to the meeting. Henry provided the following additional information

- Current phase is gathering information via expert information sessions.
- Attempts are being made to fill the Secretary’s position.
- Drafting to commence in 2023.

7 PROPOSED PARs

7.1 P3176 Standard for an mHealth Ecosystem of Equity

P3176 Standard for an mHealth Ecosystem of Equity has been removed from NesCom submission as additional work is needed to finalize the PAR.

7.2 P7700 – Recommended Practice for the Responsible Design and Development of Neurotechnologies

Awaiting approval at September 19th meeting of NesCom.

7.3 P7800 – Recommended Practice for Addressing Sustainability, Environmental Stewardship and Climate Change Challenges in Professional Practice

Awaiting approval at September 19th meeting of NesCom.

7.4 PXXXX – Standard for Design-Centered Human-Robot Interaction (HRI) and Governance

Approved by SC by e-Ballot as a co-standards committee. Most likely to be submitted to November NesCom

7.5 P7016 – Standard for Ethically Aligned Design and Operation of Metaverse Systems

Approved by SC by e-Ballot as primary standards committee. Most likely to be submitted to October NesCom

7.6 P2048 – Standard for Metaverse: Terminology, Definitions, and Taxonomy

Approved by SC by e-Ballot as a co-standards committee. Most likely to be submitted to October NesCom

8 LIAISONS

8.1 DIITA

Next meeting scheduled for 13th October 2022 IST

8.2 ISTAS2022

Negotiations are underway to fix the time of the standards session *Evolving Standards*, in Track 10 *Technology, Ethics & Evolving Standards*. Currently all SC WGs are presenting.

8.3 Planet Positive 2030 Campaign

Workshop to review current draft starts on Monday, 19th September. After this workshop the document will be submitted technical expert review panel. Final draft by November 2022 for adoption at conference in April 2023. Potentially 3 additional PARs could be generated from this activity.

- Carbon Tax
- Principles of sustainability
- Basic Assessment Tool.

8.4 IC22-006-01 Best Practice Guide to Developing Ethically Aligned Standards

First meeting scheduled for 20:00 UTC on Tuesday 11th October (4pm ET and 7am 12th October AEDT)

8.5 SSIT BoG Meeting

Next meeting scheduled for 13th October 2022 EST. Chair invited SC members to attend the BoG meeting.

8.6 Nanotechnology Council Standards Committee (NTC/SC)

No discussion. NTC/SC would like to collaborate with SSIT/SC

9 BUSINESS ARISING FROM PREVIOUS MEETINGS

9.1 Website

Maintenance of SC web site, <https://sagroups.ieee.org/ssit/>. Outstanding requests have been completed. Chair to review home page content, to mention more PARs.

9.2 WG Membership

Proposed changes to standard WG P&P is still in hand. Secretary has liaised with Christy Bahn to progress the change. Still in hand with Secretary.

10 OTHER BUSINESS

Nil

11 FUTURE MEETINGS

Secretary has reissue meeting invites for August 2022 to January 2023. Invites for February to June 2023 meetings will be reissued.

SC meetings will be held at 20:30 UTC on the 3rd Thursday of the month (UTC) for an hour and a half.

- 20th October 2022 – 20:30 UTC (13:30 PDT; 16:30 EDT; 21:30 BST; 22:30 CEST; 21st October – 07:30 AEDT; 02:00 IST) **WG P3119 & P7010.1 to report.**
- 17th November 2022 – 20:30 UTC (13:30 PDT; 16:30 EDT; 20:30 GMT; 21:30 CET; 18th November – 07:30 AEDT; 02:00 IST) **WG P7011, P7014 & P7030 to report.**
- 15th December 2022 – 20:30 UTC (12:30 PST; 15:30 EST; 20:30 GMT; 21:30 CET; 16th December – 07:30 AEDT; 02:00 IST) **WG P2895 & P7012 to report.**
- 19th January 2023 – 20:30 UTC (12:30 PST; 15:30 EST; 20:30 GMT; 21:30 CET; 20th January – 07:30 AEDT; 02:00 IST) **WG P2890 & P2987 to report.**
- 16th February 2023 – 20:30 UTC (12:30 PST; 15:30 EST; 20:30 GMT; 21:30 CET; 17th February – 07:30 AEDT; 02:00 IST) **WG P3119 & P7010.1 to report.**
- 16th March 2023 – 20:30 UTC (13:30 PDT; 16:30 EDT; 20:30 GMT; 21:30 CET; 17th March – 07:30 AEDT; 02:00 IST) **WG P7011, P7014 & P7030 to report.**
- 20th April 2023 – 20:30 UTC (13:30 PDT; 16:30 EDT; 21:30 BST; 22:30 CEST; 21st April – 06:30 AEST; 02:00 IST) **WG P2895 & P7012 to report.**
- 18th May 2023 – 20:30 UTC (13:30 PDT; 16:30 EDT; 21:30 BST; 22:30 CEST; 19th May – 06:30 AEST; 02:00 IST) **WG P2890 & P2987 to report.**
- 15th June 2023 – 20:30 UTC (13:30 PDT; 16:30 EDT; 21:30 BST; 22:30 CEST; 16th June – 06:30 AEST; 02:00 IST) **WG P3119 & P7010.1 to report.**

AEST – Australian Eastern Standard Time; AEDT – Australian Eastern Daylight Time; BST – British Summer Time; CEST – Central Europe Summer Time; CET – Central Europe Time; EST – Eastern Standard Time; EDT – Eastern Daylight Time; GMT – Greenwich Mean Time, IST – Indian Standard Time; PDT – Pacific Daylight Time, PST – Pacific Standard Time, UTC – Coordinated Universal Time.

12 ADJOURN

Moved Deborah, seconded Tyler, that the meeting be adjourned at 22:00 (UTC), carried.

ATTENDEES

Last Name	First Name	Affiliation	Present	Role	Office
Bahn	Christy	Staff	Apology	S	
Carroll	Stephine	University of Arizona	Yes	NVM	
Ferraro	Angelo	University of South Carolina	Yes	V	
Gopal	Tadepalli	Anna University	Yes	V	
Hagar	Deborah	The Foundation for Sustainable Communities	Yes	V	
Jaynes	Tyler	Unaffiliated	Yes	V	
La Roque-Doherty	Sean	Unaffiliated	Yes	V	
LeVasseur	Lisa	Internet Safety Labs	Yes	V	Vice-Chair
Lewis	Ruth	Technology Foresight	Yes	V	Chair

IEEE SSIT Standards Committee

Last Name	First Name	Affiliation	Present	Role	Office
Reid	Peter	Unaffiliated	Yes	V	Secretary
Silverman	Karen	Unaffiliated	Yes	NVM	

Roles: V = Voting member; NVM = Non-Voting Member; NM = Non-Member; S = IEEE Staff