IEEE SSIT Standards Committee
Meeting #58 Notes
Thursday, 21st September 2023
20:30 – 22:00 (UTC)
Location: Electronic Meeting
https://ieeesa.webex.com/ieeesa/j.php?MTID=m08db27610a93a3694f476382f787912a

1 CALL TO ORDER

The meeting was called to order at 20:35 (UTC).

2 ROLL CALL AND DISCLOSURE OF AFFILIATION

Roll call and disclosure of affiliation. A quorum, 7 of 15 voting members, was not present. The meeting proceeded as an information session. See the attendees list at the end of the minutes.

3 AGENDA

Moved _____, seconded _____, that the agenda, as distributed be approved, _____.

4 POLICY NOTIFICATIONS

Links distributed with the agenda and brough to the attention of the meeting participants.

4.1 Participant Behavior

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

5 APPROVAL OF MINUTES OF PREVIOUS MEETING

Moved _____, seconded _____, that the version 2 of the minutes of meeting #57 of 17th August 2023 be approved, _____.

6 P7014 APPROVAL FOR SA BALLOT

P7014 *Standard for Ethical considerations in Emulated Empathy in Autonomous and Intelligent Systems*, is ready to go to SA Ballot. As part of the process to go to ballot, the SC needs to undertake a *procedural review*. A *procedural review* is **NOT** a review of the content of the draft, it is to ensure that draft's title, scope, and purpose align with the PAR and that developed of the draft was in line with the correct procedures.

To assist the SC to reach a conclusion the following documents can be found at https://ieee-sa.imeetcentral.com/ssit-sc/folder/WzIwLDE3MjA5MDI4XQ

- P7014_D1_IEEE 7014-Draft-230830-001
- PAR P7014
- List of meetings held to develop the standard.

Ballot invitation is open. Standard is undergoing Mandatory Editorial Coordination (MEC). Once this is completed and SC has approved the draft, the voting and commenting on the draft will commence.

As this is an information meeting the SC ballot for approval of the draft standard to go to ballot will be conducted electronically.

7 WORKING GROUP REPORTS

7.1 P2890 – Recommended Practice for Provenance of Indigenous Peoples' Data

The report was distributed before the meeting. Consultation with indigenous groups is/has been undertaken.

7.2 P2987 – Recommended Practice for Principles for Design and Operation Addressing Technology Facilitated Interpersonal Control

The report was distributed before the meeting. Discussion was held on doing another a call for participation. It may be more productive to engage with meeting observers to see if they could become a WG member. The Chair to follow some potential WG members.

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

Report distributed with agenda. The WG still needs a Secretary. Consideration has been given to general out to the WG reflector. The issue surrounding the role of Secretary was again raised, but not resolved.

7.4 P7801 – Recommended Practice for Technical Knowledge Commons Initiatives and Platforms

Report distributed with agenda. The WG Chair, Sigmund K, provided some additional information.

- The WG is in fact finding stage.
- Legal approval has been obtained to conduct the surveys.
- The third meeting of the WG was held on September 14th.
- Because work commitments this is the potential that the Sectraty will need to resign their position.

8 OTHER PAR ACTIVITY

8.1 P3337 – Standard for Accessible Intelligent Cyber-Physical Systems (AICS) for Wellbeing.

The Chair, Ruth L, has not received a response from the potential WG Chair. Christy to discuss with the Project Manager assigned to this PAR.

8.2 IEEE SA Foundational Technology (FT) – Metaverse Sub-Group

Angelo F reported that the Sub-group is starting to make progress and is working well. Chair to discuss with Tyler J, Angelo F, and Monique M, if they are willing to provide a monthly report to the SC.

Concern was raised about the SC roles in the development of:

- P3422 *Recommended Practice for Metaverse Ecosystem Reference Models*.
- PAR Study Group *Draft PAR Standard for Digital Human Classification and Identification*.

due to the ethical issues raised by these PARs.

Christy to discuss with the Project Manger of "digital human" study group, its current status.

8.3 DIITA Gender Equality and Social Inclusion (GESI) Workstream

The DIITA GESI Workstream is considering developing a PAR from its white paper. Chair to follow up progress.

9 LIAISONS

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

Meeting 11 was held on September 20th UTC. Next meeting scheduled for October 25th UTC.

The Chair reported that the role of SC was discussed again. It was agreed that clarification is required on the role of the SC in promoting ethical and environmental issues/concerns in the development of standards. Does the SC have a narrow or broader education role in the SA and IEEE at large?

9.2 DIITA

The last meeting was on June 2nd (AEDT). Next meeting is scheduled for October 5th.

9.3   Planet Positive 2030 Initiative

Outreach is continuing to 5 pm September 30th ET. The responses will be considered during October and November 2023, with final report to be released in 1st quarter of 2024.

9.4   SSIT BoG Meeting

Please let the Chair know if you wish to attend, so she can introduce you to the BoGs.

10   BUSINESS ARISING FROM PREVIOUS MEETINGS

10.1 Standard Activity Articles

A set of questions have been developed by Shannon Lodoen Associate Editor, IEEE *Society on Social Implications of Technology* Newsletter, another volunteer, to elicit a response from WG Chairs. Shannon will take the responses and turn them into an article.

It was suggested that the Chair of WG P7014, Ben B, be requested to provide the next "interview" for newsletter. Secretary, Peter R, to follow up Ben and other WG Chairs to provide the necessary information.

11   OTHER BUSINESS

Meeting Time Review – The Secretary has reviewed the meeting time and has concluded that there is NOT a better time than 20:30 UTC. There were no objections so the Secretary will schedule meetings for 20:30 hours UTC on the 3rd Thursday of the month for the first 6 months of 2024.

12   ADJOURNMENT

The meeting be adjourned at 21:57 (UTC).

13   FUTURE MEETINGS

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

- 19th October 2023 – 20:30 UTC (13:30 PDT; 16:30 EDT; 21:30 BST; 22:30 CEST; 20th October – 02:00 IST; 05:30 JST; 07:30 AEDT;)   WGs P3119, P7010.1, P7800 & P7802 to report.
- 16th November 2023 – 20:30 UTC (12:30 PST; 15:30 EST; 20:30 GMT; 21:30 CET; 17th November – 02:00 IST; 05:30 JST; 07:30 ADST)   WGs P7011, P7014, P7016 & P7030 to report.
- 21st December 2023 – 20:30 UTC (12:30 PST; 15:30 EST; 20:30 GMT; 21:30 CET; 22nd December – 02:00 IST; 05:30 JST; 07:30 ADST)   WGs P2895, P7012, P7016.1 & P7017 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; JST – Japan Standard Time; PDT – Pacific Daylight Time, PST – Pacific Standard Time, UTC – Coordinated Universal Time.

ATTENDEES

Last Name	First Name	Affiliation	Present	Role	Office
Bahn	Christy	IEEE	Yes	S	Senior Project Manager
Bennet	Karen	Unaffiliated	Yes	V	Vice-Chair
Carroll	Stephanie	University of Arizona	Apology	V	
Ferraro	Angelo	University of South Carolina	Yes	V	
Gonzalez	David	Unaffiliated	Yes	V	
Hagar	Deborah	The Foundation for Sustainable Communities	Yes	V	
Jaynes	Tyler	Unaffiliated	Apology	V	
Kluckner	Sigmund	Unaffiliated	Yes	V	
Lewis	Ruth	Technology Foresight	Yes	V	Chair
Luiken	Maike	Unaffiliated	Apology	V	
Reid	Peter	Unaffiliated	Yes	V	Secretary
Roles: V = Voting member; NVM = Non-Voting Member; NM = Non-Member; S = IEEE Staff					