IEEE SSIT Standards Committee
Meeting #60 Meeting Notes
Thursday, 16ᵗʰ November 2023
20:30 – 22:00 (UTC)
Location: Electronic Meeting
https://ieeesa.webex.com/ieeesa/j.php?MTID=mcf83f7f64bf159280dee5577ce645487

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, 6 of 13 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 minutes of meeting #59 of 19ᵗʰ October 2023 be approved, _____.

6 WORKING GROUP REPORTS

6.1 P7011 – Standard for the Process of Identifying and Rating the Trustworthiness of News Sources

The report distributed with the agenda. Report received, no additional information provided.

6.2 P7014 – Standard for Ethical considerations in Emulated Empathy in Autonomous and Intelligent Systems

The report was distributed prior to the meeting. WG Chair, Beb B, provided additional information:

- 263 must be satisfied comments received, 64 technical, 27 general and 172 editorials.
- After a discussion on the structure of Clause 1 it was generally agreed that it should be retained in its present form as it enhanced understanding of the document of readers who are new to this area of technology.
- The SC discussed the need to have a additional prescribed words, Clause 1.3, for standards developed in new and emerging technology areas.

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

The report is to be distributed in week being November 20th.

6.4   P7030 – Recommended Practice for Assessing Ethical Concerns of Extended Reality (XR) Technologies

The report is to be distributed in week being November 20th.

7   OTHER PAR ACTIVITY

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

It has been confirmed that SSIT-SC will be a co-standards committee. The role that SSIT-SC to undertake as co-standards committee is still under development, see Item 8.1. Secretary, Peter R, to determine what formal steps are needed for a co-standard committee in the NesCom approval process.

Angelo F and Tyler J have provided feedback. Secretary, Peter R, has provided feedback on questions raised.

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

The general census was that the SC should be involved in the development of any standards related to digital humans.

PAR P3422, *Recommended Practice for Metaverse Ecosystem Reference Models*, explicitly calls out ethical issues in its scope. SC to determine if it should become a co-standards committee for this PAR, and how it should be involved in the WG.

The issue of funding for a support position to be involved in the review and development of PAR with an ethical slant was raised. There is no allocation in this financial year's SSIT budget.

7.3   DIITA Gender Equality and Social Inclusion (GESI) Workstream

Chair, Ruth L, and Secretary, Peter R, are not aware of any progress since the last SC meeting.

7.4   Draft PAR - Recommended Practice for the development of digital twins of the earth

IEEE Oceanic Engineering Society/Standards Committee (OES/SC) has formed a Study Group on earth digital twins. This area is of interest to IEEE Geoscience and Remote Sensing Society (GRSS). It was suggested because of the wide interest in earth digital twins is may best be handled un the IEEE Industry Connections program.

7.5   P7999 – Standard for Integrating Organizational Ethics Oversight in Projects and Processes Involving AI

P7999 and two associated PARs, P7999.1 – *Standard for Integrating Organizational Ethics Oversight in Projects and Processes Involving AI – Qualification of Individuals*, and P7999.2 – *Standard for Integrating Organizational Ethics Oversight in Projects and Processes Involving AI – Organizational Certification*, are under consideration by IEEE staff and AISC/RSC. Update on progress to be provided to the next meeting.

7.6   P7014.1 Extension to P7014

This PAR is under development and should be submitted to the SC for consideration at the SC's December meeting in line with SC's PAR adoption process.

8   LIAISONS

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

Meeting 12 was held on October 25th UTC. Chair, Ruth L, to circulate a summary vision/mission statement from meeting. Next meeting scheduled for November 28th UTC.

8.2   DIITA

Next meeting to be held in December.

8.3   Planet Positive 2030 Initiative

Sub-committees are working through outreach responses received. Master calendar for consideration of responses under development. Final report to be released in the 1st quarter of 2024.

8.4   SSIT BoG Meeting

The meeting congratulated the Chair, Ruth L, on being elected to the SSIT BoG.

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

9   BUSINESS ARISING FROM PREVIOUS MEETINGS

9.1   Standard Activity Articles

Chair of WG P7014, Ben B, has provided the "interview" for November newsletter. Deborah H, Chair of P7010.1 has agreed to do December newsletter; Sigi K, Chair P7801, January; Gisele W, Chair of P3119 February.

Secretary, Peter R, to follow up WG Chair for March.

9.2   Meeting Times

No concerns have been raised with the Chair, Ruth l, on the proposed meeting times for the first half of 2024.

10   OTHER BUSINESS

TBA.

11   ADJOURNMENT

The Chair, Ruth L, closed the meeting at 22:05 (UTC).

12   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.

- 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.
- 16th January 2024 – 20:30 UTC (12:30 PST; 15:30 EST; 20:30 GMT; 21:30 CET; 17th January – 02:00 IST; 05:30 JST; 07:30 ADST)   WGs P2890, P2987, P7700, P7801 & P7803 to report.
- 20th February 2024 – 20:30 UTC (12:30 PST; 15:30 EST; 20:30 GMT; 21:30 CET; 21st February – 02:00 IST; 05:30 JST; 07:30 ADST)   WGs P3119, P7010.1, P7800, & P7802 to report.
- 21st March 2024 – 20:30 UTC (13:30 PDT; 16:30 EDT; 20:30 GMT; 21:30 CET; 22nd March – 02:00 IST; 05:30 JST; 07:30 ADST)   WGs P7011, P7014, P7016 & P7030 to report.
- 18th April 2024 – 20:30 UTC (13:30 PDT; 16:30 EDT; 21:30 BST; 21:30 CEST; 19th April – 02:00 IST; 05:30 JST; 06:30 AEST)   WGs P2895, P7012, P7016.1 & P7017 to report.
- 16th May 2024 – 20:30 UTC (13:30 PDT; 16:30 EDT; 21:30 BST; 21:30 CEST; 19th April – 02:00 IST; 05:30 JST; 06:30 AEST)   WGs P2890, P2987, P7700, P7801 & P7803 to report.
- 20th June 2024 – 20:30 UTC (13:30 PDT; 16:30 EDT; 21:30 BST; 21:30 CEST; 19th April – 02:00 IST; 05:30 JST; 06:30 AEST)   WGs P3119, P7010.1, P7800, & P7802 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
Anderson	Jane	New York University	Apology	NVM	
Bahn	Christy	IEEE	Apology	S	Senior Project Manager
Bennet	Karen	Unaffiliated	Yes	V	Vice-Chair
Bland	Ben	Unaffiliated	Yes	NVM	
Carroll	Stephanie	University of Arizona	Apology	NVM	
Ferraro	Angelo	University of South Carolina	Yes	V	
Hagar	Deborah	The Foundation for Sustainable Communities	Yes	V	
Kluckner	Sigmund	Unaffiliated	Yes	V	
Lewis	Ruth	Technology Foresight	Yes	V	Chair

IEEE SSIT Standards Committee

Last Name	First Name	Affiliation	Present	Role	Office
Li	Phoebe	University of Sussex	Yes	Guest	
Reid	Peter	Unaffiliated	Yes	V	Secretary
Roles: V = Voting member; NVM = Non-Voting Member; NM = Non-Member; S = IEEE Staff					