IEEE SSIT Standards Committee
Meeting #61 Meeting Minutes
Thursday, 21ˢᵗ December 2023
20:30 – 22:00 (UTC)
Location: Electronic Meeting
https://ieeesa.webex.com/ieeesa/j.php?MTID=mcfdcef6b047e0549f62053cffc2d556c

1 CALL TO ORDER

The meeting was called to order at 20:37 (UTC).

2 ROLL CALL AND DISCLOSURE OF AFFILIATION

Roll call and disclosure of affiliation. A quorum, 9 of 13 voting members, were present. See the attendees list at the end of the minutes.

3 AGENDA

Moved Monique, *seconded* Karen B, that the agenda, as distributed, be approved, *carried*.

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 Deborah H, *seconded* Karen B, that the minutes of meeting #59 of 19ᵗʰ October 2023 be approved, *carried*.

6 PAR P7014.1 FOR APPROVAL

The following documents were distributed with the agenda, *PAR 7014.1 - 2023 12 06* and
PAR P7014.1 Comments & Suggestions 2023 12 14.

PAR proponent Andrew McS, provided an overview of the PAR. Questions raised in
PAR P7014.1 Comments & Suggestions 2023 12 14 were answered to the satisfaction of the submitters.
Andrew McS agreed to update the PAR in line with the suggestions. It was also suggested that Andrew McS reach out to John Havens to produce a short video to go with the NesCom submission.

Moved Angelo F, *seconded* Gissele W, that the amended PAR be approved for submission to next NesCom meeting, *carried*.

7 WORKING GROUP REPORTS

7.1 P2895 – Standard Taxonomy for Responsible Trading of Human Generated Data

The report was distributed before the meeting. The following website were brought to the attend of the meeting.

- https://humandatamodel.github.io/
- https://www.computer.org/csdl/magazine/ic/2020/05/09181495/1mK3gbhBzyM

- https://pagexray.fouanalytics.com/
- https://techpolicy.sanford.duke.edu/wp-content/uploads/sites/4/2021/08/Data-Brokers-and-Sensitive-Data-on-US-Individuals-Sherman-2021.pdf
- https://epic.org/issues/consumer-privacy/data-brokers/

7.2   P7012 – Standard for Machine Readable Personal Privacy Terms

The report to be distributed after the meeting. Doc S provided the following information:

- The WG is making big progress with substantial amount of text being moved to appendices.
- Justin B has volunteered to be Vice-Chair of the WG.
- The goal is to be ready for ballot by March 2024.

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

Report distributed with the agenda. Monique M reported that:

- Work is progressing parallel with P2048 *Standard for Metaverse: Terminology, Definitions, and Taxonomy*.
- IEEE SA Foundational Technologies Practice was contributing to progress in this area, but some organizational issues need to be solved.

7.4   P7016.1 – Standard for Ethically Aligned Educational Metadata in Extended Reality (XR) & Metaverse

The report was not received before the meeting.

7.5   P7017 – Standard for Design-Centered Human-Robot Interaction (HRI) and Governance

The report was distributed before the meeting. Yuesh-Hsuan W presented a summary of progress.

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

Report distributed with the agenda. Monique M reported that WG was operating fully, and that she was willing to provide SSIT Newsletter articles for April and/or May. Secretary, Peter R, to follow up.

8   OTHER PAR ACTIVITIES

8.1   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 undertakes as co-standards committee is still under development, see Item 9.1.

Moved Peter R, *seconded* Doc S, that SC be named as a co-standards committee on PAR P3337, *carried*.

8.2   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. Discussion deferred to next meeting.

8.3   DIITA Gender Equality and Social Inclusion (GESI) Workstream

Report deferred to next meeting.

8.4   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. Report deferred to next meeting.

8.5   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. Report deferred to next meeting.

8.6 PXXXX - Recommended Practice for an Environmental Liability Process Model for Accounting in Systems Engineering

For noting, this PAR has commenced the SC PAR approval process.

9 LIAISONS

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

Meeting 12 was held on November 28th UTC. Next meeting scheduled for January 11th UTC. All SC members are invited to review material at
https://click.account.miro.com/?qs=5723c326ed0f2f2b008649d402e195c07e1278af7a520f660e37e1112939330b2ba30fc9bff673c1c9ae9aabd0a91b508f19ff112b3f998a99e11578fcb3392f

9.2 DIITA

Meeting was not held in December.

9.3 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.

9.4 SSIT BoG Meeting

Please let the Chair, Ruth L, 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

Deborah H, Chair of P7010.1, has provided the "interview" for December newsletter. Sigi K, Chair P7801, will provide January interview; Gisele W, Chair of P3119, February, Stephanie C, Chair of P2890, March. Secretary, Peter R, to follow up WG Chair for April.

11 OTHER BUSINESS

Nil.

12 ADJOURNMENT

Meeting adjourned at 22:05 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.

- 18th January 2024 – 20:30 UTC (12:30 PST; 15:30 EST; 20:30 GMT; 21:30 CET; 19th January – 02:00 IST; 05:30 JST; 07:30 ADST)   WGs P2890, P2987, P7700, P7801 & P7803 to report.
- 15th February 2024 – 20:30 UTC (12:30 PST; 15:30 EST; 20:30 GMT; 21:30 CET; 16th 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.

IEEE SSIT Standards Committee

ATTENDEES

Last Name	First Name	Affiliation	Present	Role	Office
Anderson	Jane	New York University	Apology	NVM	
Bahn	Christy	IEEE	Apology	S	
Bennet	Karen	Unaffiliated	Yes	V	Vice-Chair
Bland	Ben	Unaffiliated	Yes	NVM	
Byrd	Justin	Unaffiliated	Yes	NM	
Carroll	Stephanie	University of Arizona	Apology	NVM	
Ferraro	Angelo	University of South Carolina	Yes	V	
Hagar	Deborah	The Foundation for Sustainable Communities	Yes	V	
Jaynes	Tyler	Unaffiliated	Yes	V	
Kluckner	Sigi	Unaffiliated	Apology	V	
Lewis	Ruth	Technology Foresight	Yes	V	Chair
Luiken	Maike	Unaffiliated	Yes	V	
Mace	Scott	Unaffiliated	Yes	NM	
Morrow	Monique	Syniverse Technologies	Yes	V	
McStay	Andrew	Bangor University	Yes	NM	
Reid	Peter	Unaffiliated	Yes	V	Secretary
Searls	Doc	Unaffiliated	Yes	V	
Waters	Gisele	Symbiotica LLC	Yes	V	
Weng	Yueh-Hsuan	Kyushu University	Yes	V	
Roles: V = Voting member; NVM = Non-Voting Member; NM = Non-Member; S = IEEE Staff					