

**IEEE SSIT Standards Committee  
Meeting #62 Meeting Notes  
Thursday, 18<sup>th</sup> January 2024  
20:30 – 22:00 (UTC)  
Location: Electronic Meeting**

<https://ieeesa.webex.com/ieeesa/j.php?MTID=m615f2c8cc338134dd1689210de7b3004>

## 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, 7 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 brought 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](#), distributed with the agenda.

## ~~5 APPROVAL OF MINUTES OF PREVIOUS MEETING~~

~~Moved \_\_\_\_\_, seconded \_\_\_\_\_, that the minutes of meeting #61 of 21<sup>st</sup> December 2023 be approved, \_\_\_\_\_.~~

## 6 SSIT BOG BUDGET REQUEST

The SSIT BoG will be issuing a call for budget submissions from all committees (including SSIT/SC) for financial year 2025 (FY2025 is also calendar year 2025). The call will most likely be made in March 2024. The Chair, Ruth L, proposed that the SC consider submitting a budget request. **Committee members are requested to submit ideas to Chair, Ruth L, or Secretary, Peter R.**

This budget submission does not preclude WGs from applying for other grants.

## 7 WORKING GROUP REPORTS

### 7.1 P2890 – Recommended Practice for Provenance of Indigenous Peoples’ Data

A report was not available for the meeting. Program Manager, Christy B, advised the Chair, Ruth L, before the meeting that WG is progressing and that they intend to go to SA ballot soon.

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

The report was distributed before the meeting. The Chair, Henry N, was unable to attend as he was on leave. Henry is willing to answer any questions submitted by email. There were no questions for Henry.

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

A report was not available for the meeting. Program Manager, Christy B, advised the Chair, Ruth L, before the meeting that WG is progressing well. (Note: Report received after the meeting, and distributed with these notes.)

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

The report was distributed with the agenda. Chair, Sigi K, asked for advice on how to increase involvement of WG members in the development of the standard. The following suggestions were offered:

- Develop an outline of the standard and ask individual or small group to work on particular sections.
- Provide a rough draft for a section/clause and ask for feedback.
- Provide triggers to generate discussion and input.
- Ensure that the discussion remains within the scope of the PAR.

## 7.5 P7803 – Recommended Practice for Inclusive Sustainable Smart Cities

A report was not available for the meeting. As the PAR was approved by NesCom in September 2023 it was unlikely that a report would be provided. In general, it takes up to 6 months after NesCom approval for the WG to be in a position to provide a report.

## 7.6 WG Reports

The Chair, Ruth L, initiated a discussion on WG reports, because there is an impression that the submission of WG reports is not receiving the attention required. A broad-ranging discussion took place.

The Chair, Ruth L, to liaise with Program Manager, Christy B, on possible changes to P&P. Secretary, Peter R, to provide a report to the next SC meeting on the number of WG reports submitted over the past 12 months.

# 8 OTHER PAR ACTIVITIES

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

On the agenda for approval at NesCom January 31 EST meeting. SSIT-SC has been added as a co-standards committee.

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

Chair, Ruth L, is in discussion with the Chair, Edward Au, of Computer Society Standards Activities Board Standards Committee (C/SABSC) re liaison on PARs.

Carol McDonald has volunteered to be liaison person for P3076.3.2, *Standard for a Framework for Privacy Protection through Identifiability Management Arising from Avatar Interaction*, between C/SABSC and SSIT-SC. Angelo F has been requested to contact Carol to determine what form the liaison will take.

## 8.3 DIITA Gender Equality and Social Inclusion (GESI) Workstream

The proponent has been requested to schedule a meeting in early February to progress this PAR. It is likely the SC will need to provide substantial support to develop this PAR.

## 8.4 Development of digital twins of the earth

Sigi K reported that IEEE Oceanic Engineering Society/Standards Committee (OES/SC) has formed a Study Group to develop a PAR in the ocean section of this space.

Sigi K is exploring the option for establishing an Industry Connections Program on the area of digital twins of the earth to explore the broader issues surrounding this topic and to minimize overlap. Additional PARs may come out of this IC activity.

## 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.

Christy B has set up a meeting between SSIT-SC and Artificial Intelligence Standards Committee (AISC) officers for Friday 2<sup>nd</sup> February AEDT.

## 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. Draft PAR will be circulated to SC members for review in week commencing January 22<sup>nd</sup>.

## 8.7 P2089.2 – “ChildGuard Data Guidelines (CGDG)”

For noting, this PAR has commenced the SC PAR approval process. Chair, Ruth L, has introduced the proponent to the Chairs of WGs P2089 and 2089.1.

## 9 LIAISONS

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

Meeting 13 was held on January 11<sup>th</sup> UTC. Chair, Ruth L, stated that the development of vision and mission is progressing well. The link to the work can be found here [https://miro.com/app/board/uXjVPDyK0m0=](https://miro.com/app/board/uXjVPDyK0m0=/). There is a need to engage with all WGs Chairs to finalize this activity.

### 9.2 DIITA

Next meeting has not been scheduled.

### 9.3 Planet Positive 2030 Initiative

Sub-committees are working through outreach responses received with final drafts to be submitted by March for publication in May.

### 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

Sigi K, Chair P7801, has provide January interview; Gisele W, Chair of P3119, will provide the February interview, Stephanie C, Chair of P2890, March. *Secretary, Peter R, to liaise with Monique M, Chair of P7016 & P7030 for April/May, and Angelo F, Chair of P2895, for June issue.*

## 11 OTHER BUSINESS

It was brought to the meeting’s attention the Computer Society has announced the launch of IEEE Transactions on Privacy <https://www.computer.org/press-room/new-in-2024-ieee-transactions-on-privacy>. Concern was expressed that narrow focus of the Transaction “*Privacy, in this context, is defined as the freedom from unauthorized intrusion in its broadest sense, arising from any activity in information collection, information processing, information dissemination or invasion.*” may further enforce the view that privacy is just a technical problem. *Angelo F to approach the inaugural Editor-in-Chief, Christopher W. Clifton from Purdue University, to see if the broader social aspects of privacy will be covered by the Transaction.*

## 12 ADJOURNMENT

Meeting adjourned at 22:10 UTC.

### 13 FUTURE MEETINGS

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

- 15<sup>th</sup> February 2024 – 20:30 UTC (12:30 PST; 15:30 EST; 20:30 GMT; 21:30 CET; 16<sup>th</sup> February – 02:00 IST; 05:30 JST; 07:30 ADST) **WGs P3119, P7010.1, P7800, & P7802 to report.**
- 21<sup>st</sup> March 2024 – 20:30 UTC (13:30 PDT; 16:30 EDT; 20:30 GMT; 21:30 CET; 22<sup>nd</sup> March – 02:00 IST; 05:30 JST; 07:30 ADST) **WGs P7011, P7014, P7016 & P7030 to report.**
- 18<sup>th</sup> April 2024 – 20:30 UTC (13:30 PDT; 16:30 EDT; 21:30 BST; 21:30 CEST; 19<sup>th</sup> April – 02:00 IST; 05:30 JST; 06:30 AEST) **WGs P2895, P7012, P7016.1 & P7017 to report.**
- 16<sup>th</sup> May 2024 – 20:30 UTC (13:30 PDT; 16:30 EDT; 21:30 BST; 21:30 CEST; 19<sup>th</sup> April – 02:00 IST; 05:30 JST; 06:30 AEST) **WGs P2890, P2987, P7700, P7801 & P7803 to report.**
- 20<sup>th</sup> June 2024 – 20:30 UTC (13:30 PDT; 16:30 EDT; 21:30 BST; 21:30 CEST; 19<sup>th</sup> 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
Bennet	Karen	Unaffiliated	Yes	V	Vice-Chair
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	Sigi	Unaffiliated	Yes	V	
Lewis	Ruth	Technology Foresight	Yes	V	Chair
Reid	Peter	Unaffiliated	Yes	V	Secretary

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