IEEE SSIT Standards Committee
Meeting #64 Meeting Minutes
Thursday, 21ˢᵗ March 2024
20:30 – 22:00 (UTC)
Location: Electronic Meeting
https://ieeesa.webex.com/ieeesa/j.php?MTID=mfb42927da6f6d1652f08a1237bb18a02

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 roll call was made, and the meeting had a quorum, 7 of 13 voting members present, see attendance list at end of minutes.

3 AGENDA

Moved Deborah H, *seconded* Peter R, that the agenda, as distributed (version 2), 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 Karen B, *seconded* Maike L, that the minutes of meeting #63, version 2, of 15ᵗʰ February 2024 be approved, *carried*.

6 ISTAS 2024

The Chair, Ruth L, raise the possibility of SSIT/SC involvement and promotion of ISTAS 2024 to be held in Puebla, Mexico, from September 18-20, 2024. SC members to put forward ideas, for discussion at next meeting for the May deadline.

7 WORKING GROUP REPORTS

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

The report was distributed before the meeting. The Chair, Peter R, had nothing additional to add.

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

The report was distributed before the meeting. The WG was congratulated by the SC on submitting the Standard to RevCom for publication.

Discussion was held on how to promote the Standard. It was suggested that IEEE cooperate members and members of Government Engagement Program on Standards (GEPS) would be a great place to start.

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

The report was distributed before the meeting. The Chair, Monique M, added that they are targeting the end of 2024 for draft ready for voting.

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

The report was distributed before the meeting. The Chair, Monique M, added that they are targeting the end of 2024 for draft ready for voting.

8   OTHER PAR ACTIVITIES

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

Carol McDonald has volunteered to be liaison person for P3079.3.2, *Standard for a Framework for Privacy Protection through Identifiability Management Arising from Avatar Interaction*, between C/SABSC and SSIT-SC. Angelo F to report on progress on the form of liaison for P3079.3.2. (The Sectary, Peter R, apologies for getting the PAR number wrong in previous minutes.)

8.2   Other Standards Committees

Chair, Ruth L, reported that a meeting between SSIT-SC and Computer Society's Artificial Intelligence Standards Committee (C/AISC) was held on Friday 2nd February AEDT. The meeting was beneficial. Project Manager, Christy B, to organize a follow-up meeting.

9   LIAISONS

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

Meeting 16 was held on March 6th UTC. The link to the work can be found here https://miro.com/app/board/uXjVPDyKOm0=/. Chair, Ruth L, provided a report on progress.

   i)   TAB/COS funding opportunity – An initial meeting will be held after this meeting to discuss proposal for funding completion of our ICAID project, Best Practices Guide.
   ii)   Draft Strategic Purpose and Objectives from ICAID project were presented, see Attachment 1, page 4
   iii)   The issue of SSIT liaison with the Smart Villages and Smart Cities initiatives was discussed. The Chair, Ruth L, to discuss with Abtahi A his availability to represent SSIT on standards work, and Angelo F for general liaison.
   iv)   The issue of generally available glossaries for sustainability and AI Ethics was raised again. The Linux Foundation announced the following glossary for Generative AI https://genaicommons.org/glossary/. The Linux Foundation would like to work with IEEE to broaden the definitions. SC to discuss at next meeting.

9.2   DIITA

The last meeting was held on February 21st AEDT and the Secretary, Peter Reid, reported that DIITA has established a new working group, *Empowerment in AI*. The group, which has some foundational work that it aims to complete, is joining DIITA. Its goal is for technologists to consider potential impact on empowerment or disempowerment in their technology development decisions.

Next meeting is scheduled for 11:30 AM March 28th AEDT. The Secretary, Peter R, to report to next SC meeting on new working group.

10   BUSINESS ARISING FROM PREVIOUS MEETINGS

10.1   SSIT BoG Budget Submission

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). Committee members are requested to submit ideas to Chair, Ruth L, or Secretary, Peter R by early April.

10.2   Transactions on Privacy

Angelo F to report to the next meeting on his discussions with 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.

10.3   NIST AI Safety Consortium

Vice-Chair, Karen B, reported that IEEE has joined Stream #1 process. NIST have a list of questions, for which IEEE is gathering comments. Dates for feedback to be submitted to IEEE are April 3 internally and to NIST by April 7.

11   OTHER BUSINESS

P2863 - *Recommended Practice for Organizational Governance of Artificial Intelligence*. An AI Dictionary or Taxonomy is being created for this standard, possibly before the scheduled IEEE SA Board Series in June. Could this assist SSIT/SC in our need for a Sustainability Glossary? Will it leverage the EAD Glossary from 2019? John Havens, staff, to clarify this with IEEE SA and Karen McCabe.

12   FOR NOTING

12.1   P2089.2 – "Child Guard Data Guidelines (CGDG)"

A meeting has been scheduled for March 26th AEST to discuss the development of this PAR and who will be primary SC.

12.2   DIITA Gender Equality and Social Inclusion (GESI) Workstream

A meeting has been scheduled for April 12th AEST to discuss the development of this PAR.

12.3   P7014.1 - Recommended Practice for Ethical Considerations of Emulated Empathy in Partner-based General-Purpose Artificial Intelligence Systems

Approved at NesCom March 20th UTC meeting. The Chair, Ruth L, extended thanks to the IEEE SA staff for their support.

12.4   P3469 - Standard for an Environmental Liability Process Model for Accounting in Systems Engineering

Approved at NesCom March 20th UTC meeting.

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

Approved at NesCom March 20th UTC meeting.

12.6   Development of digital twins of the earth

The first meeting of the Study Group was held January 29th CET. Chair, Ruth L, to follow up progress.

12.7   WG Reports Submitted.

The table to the right shows the number of WG reports submitted in the past 12 months to February 2024. Secretary, Peter R, to provide a summary of the past twelve months responses at each future SC meeting.

Data for Past Twelve Months		
Reports Expected	42	%
Reports Received	35	83.3%
Reports not received	5	11.9%
Reports received late	2	4.8%
Extra Reports	2	

12.8   Planet Positive 2030 Initiative

Sub-committees are working through outreach responses received with final drafts to be submitted by March for publication in June 2024 and at the stages beyond publication. This includes creating a new group to apply the principles and techniques to a city in the USA, to address chronic environmental issues such as water, pollution, plastics. Will be an example of Town Hall participatory design on a city-wide basis, resulting in sustainability policy and technology roadmap for the city. This would then become a template for other cities.

12.9   SSIT BoG Meeting

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

12.10 Standard Activity Articles

Maike L, Chair of P7800, has provided the March interview; Monique M, Chair of P7016 & P7030, has agreed to provide the articles for April and May. Secretary, Peter R, to liaise with Angelo F, Chair of P2895, for June issue, and Stephanie C, Chair of P2890, for July issue.

13   ADJOURNMENT

Meeting adjourned at 22:10 UTC.

14 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. The dates and WGs to report are:

- 18th April 2024   WGs P2895, P7012, P7016.1 & P7017.
- 16th May 2024   WGs P2890, P2987, P7700, P7801 & P7803.
- 20th June 2024   WGs P3119, P7010.1, P7800, & P7802.
- 18th July 2024   WGs P7011, P7014.1, P7016. & P7030.
- 15th August 2024   WGs P2895, P7012, P7016.1 & P7017.
- 19th September 2024   WGs P2890, P2987, P7700, P7801 & P7803.
- 27th October 2024   WGs P3119, P7010.1, P7800, & P7802.
- 21st November 2024   WGs P7011, P7014.1, P7016. & P7030.
- 19th December 2024   WGs P2895, P7012, P7016.1 & P7017.

ATTENDEES

Last Name	First Name	Affiliation	Present	Role	Office
Arsalan	Abtahi	Inclusive Sustainable Smart Cities.	Yes	NVM	
Bahn	Christy	IEEE	Apology	Staff	
Bennet	Karen	Unaffiliated	Yes	V	Vice-Chair
Bland	Ben	Unaffiliated	Yes	V	
Byrd	Justin	Unaffiliated	Yes	NVM	
Dickey	Susan	Unaffiliated	Yes	NM	
Ferraro	Angelo	University of South Carolina	Yes	V	
Hagar	Deborah	The Foundation for Sustainable Communities	Yes	V	
Havens	John	IEEE	Yes	Staff	
Lewis	Ruth	Technology Foresight	Yes	V	Chair
Luiken	Maike	Unaffiliated	Yes	V	
Kluckner	Sigi	Unaffiliated	Apology	V	
Morrow	Monique	Syniverse Technologies	Yes	NVM	
Reid	Peter	Unaffiliated	Yes	V	Secretary
Underwood	Mark	Unaffiliated	Yes	NM	
Wishart	Peter	Wishart Cloud Consulting	Yes	NVM	
Roles: V = Voting member; NVM = Non-Voting Member; NM = Non-Member; S = IEEE Staff					

ATTACHMENT 1 - DRAFT STRATEGIC PURPOSE AND OBJECTIVES FROM ICAID PROJECT

Strategic Purpose (draft):

Ethical, responsible and provable socio-technical standards that prioritise human and ecological flourishing.

Strategic Objectives:

1. Create standards that recognise and address the ethical & sustainable, that measure more than avoidance of risk. We will be successful when we apply common measurements to amplify outcomes that measure the impact of our standards.
2. Create and propagate our new 'Best Practice' methodology for Ethical Standards development, both for our own standards, and for standards outside of our remit, in line with IEEE's Ethically Aligned Design and IEEE Planet Positive 2030 initiatives. We will be successful when we embed into our own practice, present and are consulted on our Best Practices methodologies.
3. Innovate new ways of embodying and reinforcing contextually positive ethical values like care, fairness, privacy, trust, sustainability and respect through standards development. We will be successful when we identify and place ethical values at the heart of each standard we develop (both the process and the outcomes), and identify and overcome the risks to these ethical values within the standard and it's development.