IEEE SSIT Standards Committee
Meeting #65 Meeting Minutes
Thursday, 18th April 2024
20:30 – 22:00 (UTC)
Location: Electronic Meeting
https://ieeesa.webex.com/ieeesa/j.php?MTID=m07ed59302db302263f0a925248776b02

1   CALL TO ORDER

The meeting was called to order at 20:33 (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, 6 of 12 voting members present, see attendance list at end of minutes. Additional voting members joined the meeting just after the roll call.

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 Peter W, *seconded* Peter R, that the minutes of meeting #64 of 21st March 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. The deadline for paper submission is May 31st. The Chair, Ruth L, request SC members to put forward ideas by April 30th of how the SC could be involved in ISTAS 2024.

7   PAR P3422 - RECOMMENDED PRACTICE FOR METAVERSE ECOSYSTEM REFERENCE MODELS

Discussion was around the SC becoming a Co-standards committee for PAR P3422. PAR P3422 was distributed with version 2 of the agenda. The SC for this PAR is IEEE Computer Society/Standards Activities Board(C/SAB). WG P3422 has had its 2nd meeting and is going well. If SSIT/SC is to become a co-standards committee for PAR P3422 then an SSIT/SC member will need to volunteer to be become the liaison person. The Chair, Ruth L, and Program Manager, Christy B, will explore this idea with the respective Chair and Program Manager of WG P3422.

8 WORKING GROUP REPORTS

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

The report was distributed prior to the meeting. The Chair, Angelo F, provided additional comments:

- The use of the word "trading" in the PAR title has caused considerable angst among potential WG members.
- The PAR will require an extension, as the current expiry date is 31st December 2024.
- As the PAR needs to go back to NesCom for approval it may be an opportune time to update the title and the scope of the PAR.

General discussion took place. The following outcome was suggested:

- The project title be changed to "Standard Taxonomy for Responsible Use of Data that Represents Humans".
- That the project number be retained.
- That the scope be rewritten, and the modified PAR be submitted to the SC for approval.
- That a 3-year extension be applied for.

Chair, Angelo F, to consider the above suggestion. Note: To be considered at the next SC meeting the revised PAR will need to be submitted to the Program, Manager, Christy B, by April 25th.

8.2 P7012 – Standard for Machine Readable Personal Privacy Terms

The report was distributed prior to the meeting. The SC was informed that final revision of the draft standard was nearly completed. It is expected to be approved by the WG within the next two weeks. This will be done via e-ballot. The process to go to ballot will then be started.

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

The report was distributed with version 2 of the agenda. Report was noted by SC.

8.4 P7017 – Recommended Practice for Design-Centered Human-Robot Interaction (HRI) and Governance

The report was distributed prior to the meeting. Chair, Yueh-Hsuan W, spoke to slides in Attachment 1.

9 OTHER PAR ACTIVITIES

9.1 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. Report deferred to the next meeting.

9.2 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. Action deferred to the next meeting.

10 LIAISONS

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

The Chair, Ruth L, reported that an application had been made to TAB/COS to complete this work and undertake a workshop at ISTAS 2024. The link to the work can be found here https://miro.com/app/board/uXjVPDyKOm0=/.

10.2 Dignity, Inclusion, Identity, Trust and Agency (DIITA)

The last meeting was held on March 28th AEDT. An overview on the new working group, *Empowerment in AI* was given by Anna Hovsepyan.

- Anna provided background of this group, which was a committee in another program, transitioning to DIITA. They have a draft paper they hope to finalize and get to be published.
- This is about how technology impacts power balances and empowerment / disempowerment. The purpose of the activity is for technologists to ask, "when developing a new technology, who am I empowering?"
- Areas considered have included regulation.
- Three parts - and may be published separately:

- o Introduction
- o Legal issues
- o Conclusion
- May turn into a series of papers after, as topics surface.
- At next meeting, will discuss the drafts.

Next meeting is scheduled for 6 am April 24th AEDT. Information on DIITA can be found here https://standards.ieee.org/industry-connections/diita/

10.3 Smart Villages and Smart Cities

The issue of SSIT liaison with the Smart Villages and Smart Cities initiatives was discussed. The Chair, Ruth L, to discuss with Arsalan Abtahi on his availability to represent SSIT on standards work, Angelo F for general liaison on Smart Cities, and David G on Smart Villages.

10.4 Glossaries for Sustainability and AI Ethics

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. Vice Chair, Karen B, has had discussions with Karen McCabe, and there is a willingness for both organisations to work together. Vice-Chair, Karen B, to continue to liaise with Karen McCabe and report back to the next meeting.

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 report on discussion with IEEE SA and Karen McCabe at the next meeting.

11 BUSINESS ARISING FROM PREVIOUS MEETINGS

11.1 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). Chair, Ruth L, reported that the starting point for the FY2025 will FY2024 expenditure. As SSIT/SC and WG did not have any budget allocation in FY2024 it is imperative that SSIT/SC and WGs prepare and submit a bid for an allocation for FY2025. All SC members and WGs are requested to submit their requests to the Chair, Ruth L, by June 1st.

The suggestion was made that a standard SSIT/SC presentation pack be develop. The Chair, Ruth L, report that she had recently presented to the Australian CSIRO/Data 61 National AI Centre on April 11th. This presentation could be the basis of the presentation pack. The Secretary, Peter R, to create a presentation folder in SSIT/SC iMeet. Chair, Ruth L, upload presentation to this folder.

11.2 Transactions on Privacy

Angelo F reported 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. The outcome of which was: For SSIT to become a co-sponsor of Transaction on Privacy the following actions are needed:

- Confirm SSIT interest. – DONE
- Get President Kun's SSIT approval (internal process)
- Assign an AE (Associate Editor) 2-year term (renewable once)
- Getting Computer Society Approval (internal governance)
- AE becomes a non-voting member of the committee.

Angelo F to coordinate with Chair, Ruth L, to obtain SSIT approval.

11.3 NIST AI Safety Consortium

Vice-Chair, Karen B, reported IEEE had contributed via Karen McCabe and is awaiting feedback on the next steps from NIST. Vice-Chair, Karen B, to continue liaison and report back to the next meeting.

11.4 Development of digital twins of the earth

Sigmund K report:

- Study group in Oceanic Engineering Society (OES): is running, a PAR titled "Recommended Practice for the Development of Digital Twins of the Earth" is planned to be submitted to NesCom with Deadline April 26 (see here if interested – work in progress: https://docs.google.com/document/d/13srybFjdbHQdWgBegBPiRdNBI8CcrVKM/edit?usp=sharing&ouid

[=10624297522267392146...&rtpof=true&sd=true](#)). SSIT co-sponsoring would be welcomed if the PAR fits to SSIT-SC mandate/interest.

- Industry connections group, as submitted, was approved on April 8. Title: IC24-001 Digital Twin of the Earth – Tools and Resources for Interoperable Development and Operations (PDF ICAID: https://ieee-sa.imeetcentral.com/p/eAAAAAASwyQAAAAAAEYxKc). Will start recruiting people to join soon via all channels possible.

11.5 Planet Positive 2030 Initiative

An update will be provided to the next meeting.

12 FOR NOTING

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

The meeting on March 26th AEST did not proceed. Information and comments have been provided to proponents, who are updating the PAR.

12.2 DIITA Gender Equality and Social Inclusion (GESI) Workstream

A meeting was held April 12th AEST, which reviewed the draft PAR.   The GESI team to develop the PAR further. The aim is to submit the PAR to SSIT/SC for approval at our May meeting.

12.3 WG Reports Submitted.

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

Summary for period Apr 23 to Mar 24		
Reports Expected	42	%
Reports Received	35	83.3%
Reports not received	5	11.9%
Reports received late	2	4.8%
Extra Reports	2	

12.4 SSIT BoG Meeting

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

12.5 Standard Activity Articles

Monique M, Chair of P7016 & P7030, has provided 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

The meeting was adjourned at 22:00 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:

- 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
Bahn	Christy	IEEE	Yes	Staff	
Bennet	Karen	Unaffiliated	Yes	V	Vice-Chair
Byrd	Justin	Unaffiliated	Yes	V	
Campbell	Newton		Yes	NM	
Ferraro	Angelo	University of South Carolina	Yes	V	
Gonzalez	David	Unaffiliated	Yes	NVM	
Hagar	Deborah	The Foundation for Sustainable Communities	Yes	V	
Hodder	Mary		Yes	NM	
Kluckner	Sigi	Unaffiliated	Apology	V	
Lewis	Ruth	Technology Foresight	Yes	V	Chair
Luiken	Maike	Unaffiliated	Yes	V	

Last Name	First Name	Affiliation	Present	Role	Office
Mace	Scott	Unaffiliated	Yes	NVM	
Mangina	Eleni	University College Dublin	Yes	NVM	
Morrow	Monique	Syniverse Technologies	Yes	V	
Reid	Peter	Unaffiliated	Yes	V	Secretary
Searls	Doc	Unaffiliated	Yes	NVM	
Silverman	Karen	Unaffiliated	Apology	NVM	
Weng	Yueh-Hsuan	Kyushu University	Yes	NVM	
Wishart	Peter	Wishart Cloud Consulting	Yes	V	
Zeise	Eric	Unaffiliated	Yes	NM	
Roles: V = Voting member; NVM = Non-Voting Member; NM = Non-Member; S = IEEE Staff					

Attachment 1

IEEE SSIT-SC Meeting (April 18th, 2024)

IEEE P7017™ Recommended Practice for Design-Centered Human-Robot Interaction (HRI) and Governance

Yueh-Hsuan WENG

WG Chair, IEEE P7017™

Associate Professor, Inamori Frontier Program, IAS, Kyushu University and FRIS, Tohoku University.
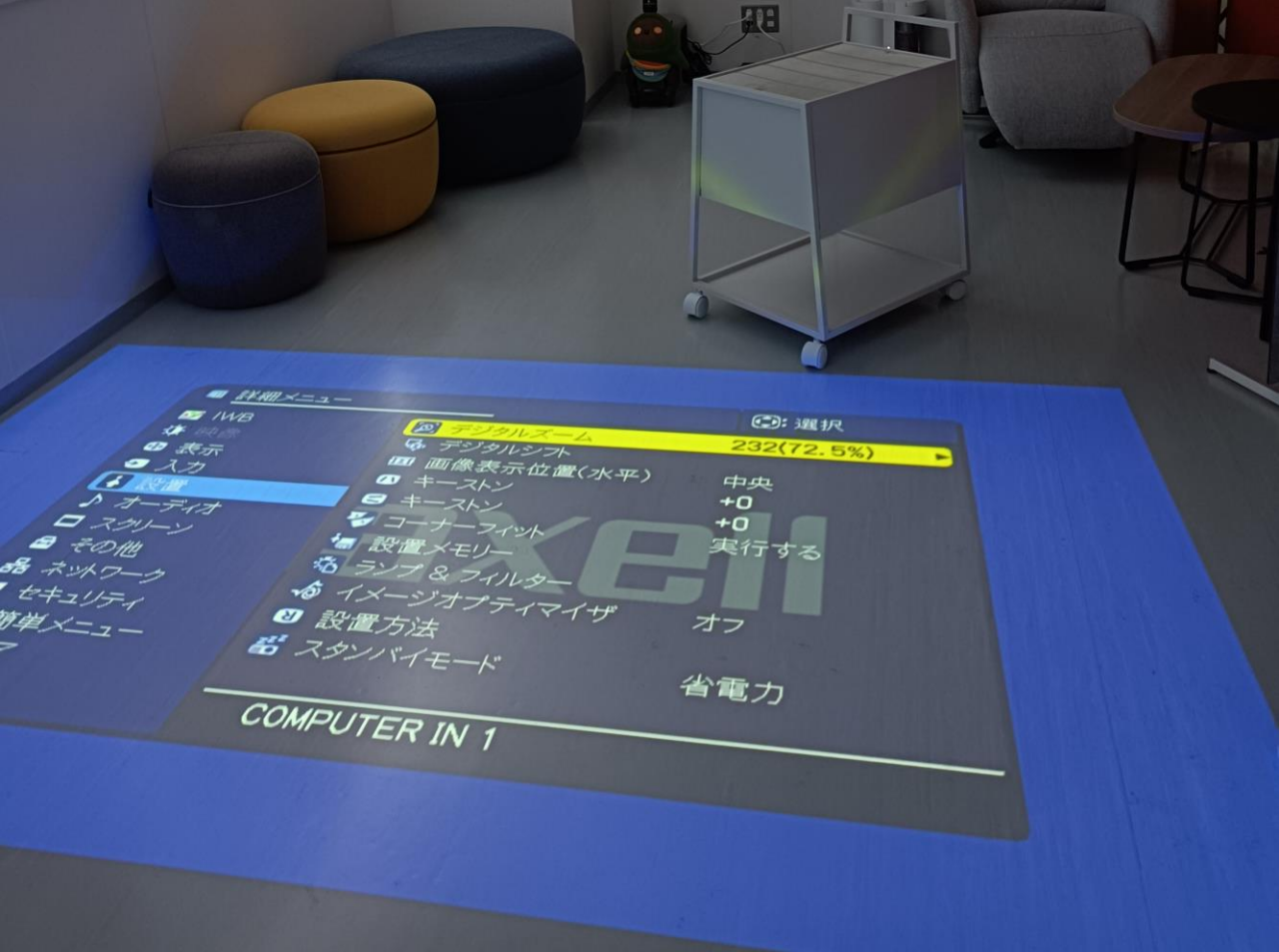
7017 Living Lab

- To test the usability of social robots
- The site for developing the study of empirical methodology on robot ethics and law
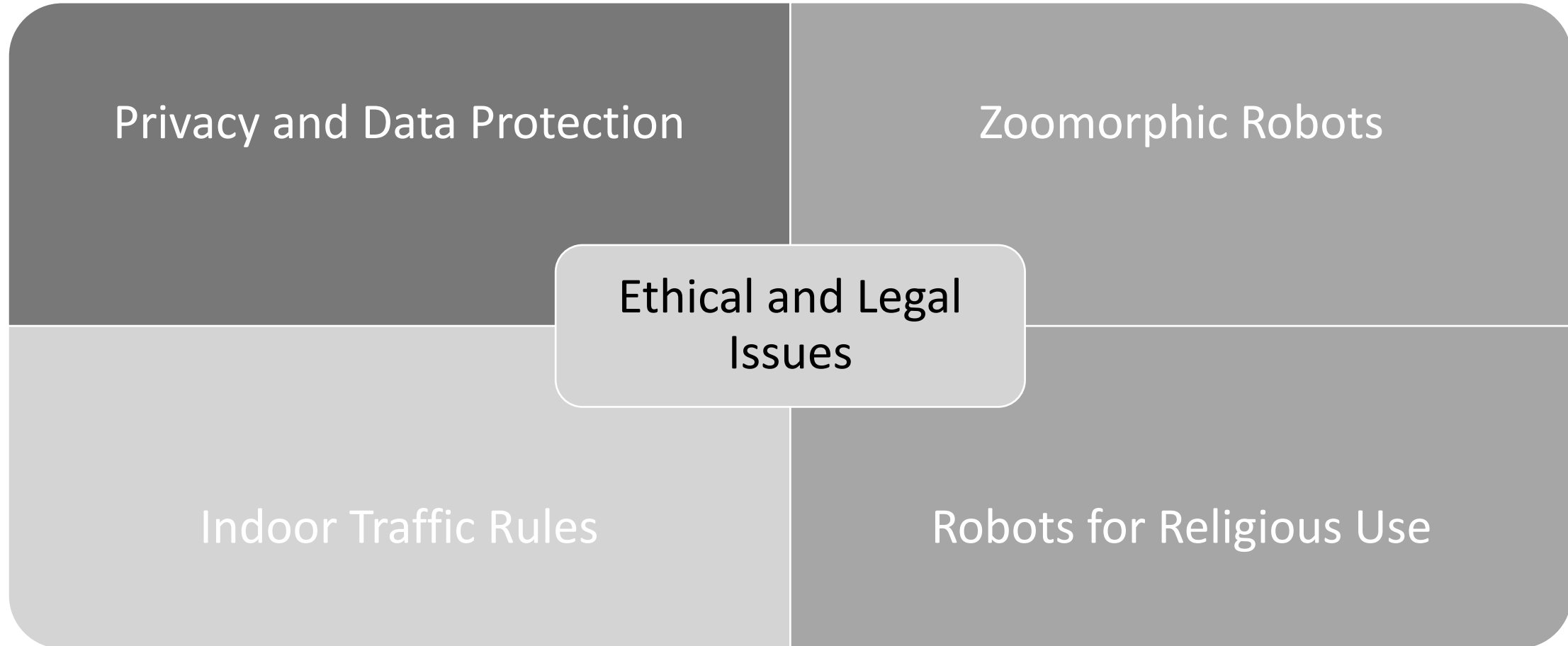- The hub for promoting robot ethics standardization

P7017 Living Lab

P7017 Living Lab

Privacy and Data Protection

Zoomorphic Robots

Ethical and Legal Issues

Indoor Traffic Rules

Robots for Religious Use

Ethical Standards for Robot Governance

KYUSHU UNIVERSITY

The 1st Kyushu-Tohoku –NTU Symposium on the Study of Human-Robot Co-Existence

November 13 – 15, 2024

Kyushu University

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Thank you!

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