IEEE SSIT Standards Committee
Meeting #68 Meeting Minutes
Thursday, 18th July 2024
20:30 – 22:00 (UTC)
Location: Electronic Meeting.
Meeting chaired by Ruth Lewis, minutes by Peter Reid

1   CALL TO ORDER

The meeting was called to order at 20:32 (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, 11 of 15 voting members present, see attendance list at end of minutes.

3   AGENDA

Moved Karen B, *seconded* Deborah H, that the agenda, version 2, 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 Karen B, *seconded* Deborah H, that the minutes of meeting #67 of 20th June 2024 be approved, *carried*.

6   WORKING GROUP REPORTS

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

Report was distributed prior to the meeting. WG Chair, Peter R, had no additional comments.

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

Report was distributed prior to the meeting. WG Chair, Monique M, added that Tyler J is now the technical editor. Officers have been identified.

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

Report was distributed prior to the meeting. WG Chair, Monique M, added more volunteers have come into this project; concern that edit to Google docs were lost, backup system has now been implemented; Vice-Chair is not attending regularly.

6.4   PAR Extension required

The Chair, Ruth L, advised that the following PARs need to apply for an extension from NesCom before the final submittal deadline of 2024, which is 21 October 2024

- **P2890** Recommended Practice for Provenance of Indigenous Peoples' Data.
- **P2895** Standard Taxonomy for Responsible Trading of Human Generated Data.
- **P7012** Standard for Machine Readable Personal Privacy Terms
- **P7011** Standard for the Process of Identifying and Rating the Trustworthiness of News Sources

7   OTHER PAR ACTIVITIES

7.1   IEEE 7014-2024

The Chair, Ruth L, informed the meeting that **IEEE 7014-2024**, *Standard for Ethical considerations in Emulated Empathy in Autonomous and Intelligent Systems*, was now available on the IEEE GET program for free individual download.

7.2   P3119 Standard for the Procurement of Artificial Intelligence and Automated Decision Systems

The Chair, Ruth L, informed the meeting that P3119 has assisted in a new US Congress Bill being created for Government AI Procurement. Text - S.4495 - 118th Congress (2023-2024): Promoting Responsible Evaluation and Procurement to Advance Readiness for Enterprise-wide Deployment for Artificial Intelligence Act | Congress.gov | Library of Congress

7.3   P7012 Standard for Machine Readable Personal Privacy Terms

SSIT/SC has approved the draft, by e-ballot. The draft to go to SA ballot after MEC review issues resolved.

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

A broad ranging discussion was held on the place of the P3079 series of standards in the standards dealing with the metaverse. It is not clear to the SC what the P3079 family of standards is trying to achieve. **Action**: Project Manager, Christy B, to be asked to provide clarification on where the P3079 family of standards into the suite of standards dealing with the Metaverse.

7.5   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. Chair, Ruth L, reported that no progress had been made on this issue. **Action**: Chair, Ruth L, to liaise with Project Manager, Christy B, on the next steps to be taken.

7.6   PAR P3422 - Recommended Practice for Metaverse Ecosystem Reference Models

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. Program Manager, Christy B, report that the WG is interested in SSIT/SC becoming a co-standard committee and has request that SSIT/SC present to the WG. Activity still in hand. **Action**: Chair, Ruth L, to liaise with Project Manager, Christy B, on the next steps to be taken, as well as the relationship with P2048.

8   LIAISONS

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

Chair, Ruth L, reported that the last meeting resolved to start putting best practice ideas into a document. TAB COS is yet to provide a response to the funding request to attend ISTAS 2024.

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

The last meeting was held on June 27th AEDT. There were no points of interest to the SC. Next meeting is scheduled for 10 am July 24th AEST.

8.3   Smart Villages and Smart Cities Liaison

Official notification that following liaison officers, Arsalan Abtahi - standards work, Angelo F - Smart Cities, and David G - Smart Villages have been approved has not been received. **Action**: Chair, Ruth L, to follow up BoG President to provide introductions to IEEE Smart Cities and Smart Villages initiatives.

8.4   IEEE AI Coalition

The Program Director of IEEE Future Directions is seeking assistance to discover AI initiatives across IEEE, with a view to providing consolidated internal and external views. SSIT have nominated both Jim Isaac as the SSIT Liaison, as well as Ruth L to represent SSIT's AI Standards development initiatives.

Because of the scheduled times being inconvenient for Region 10 participants, Karen B has attended some meetings, and has assisted the initiative. It is understood that Region 10 may be provided more accessible meeting times in the future. Ruth L has provided some consolidated IEEE SA AI standards literature that appeared to be missing from current information collected.

9   BUSINESS ARISING FROM PREVIOUS MEETINGS

9.1   SSIT BoG Budget Submission

Chair, Ruth L, has submitted the budget request, but is yet to hear the outcome from the BoG committee.

9.2   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). **Action**: Chair, Ruth L, to confirm that this request has passed BoG.
- 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.

9.3   NIST AI Safety Consortium

Vice-Chair, Karen B, reported that the next meeting has been scheduled for 1st week of August.

9.4   Planet Positive 2030 Initiative

Compiling of the compendium is progressing, with 1 chapter to go. The compendium then needs to go to publishing and legal for review. The current goal is to publish the compendium in October 2024. Activities are being undertaken to ensure that the compendium can be used by local communities.

10   NEW BUSINESS

10.1   Greater Inclusion

Concern was raised that it is difficult for people whose first language is not English to participate in standards activities. It was suggested closed captioning could be a solution. **Action**: A small group of multi-lingual SC members to test current version of closed captioning, to see if it could assist in the inclusion of non-English speaking people into standard development.

10.2   Venn Diagram Overlap

David G suggested that Venn diagrams may be a way to visually capture the overlap among the various Standard. For example, Maike L and David G are working on the P7800 Standard, which is basically geared towards project managers. Deborah H is working on P7010.1, which deals with SDG and ESG at the corporate level. This is where the engineer or project manager intersects with the company/corporate culture. It is of importance to understand the connection when we start working among other working groups to get consistency and continuity on how related standards connect to each other. **Action**: The SC to consider this suggestion at its next meeting.

10.3   Promotion of Standards Once Approved.

The question was raised about the role of the SC in the promotion of the Standards once they have been approved. The Chair, Ruth L, invited all SC members to promote any SC standards once they are approved, e.g. Advancing Responsible AI for Australia IEEE Ethical and Sustainable Standards and Certification (youtube.com)

The suggestion was made that it may be beneficial to see if an Industry Connection program could be developed to promote SSIT/SC standards. **Action**: Maike L to discuss this concept with the IC Program Manager.

11 FOR NOTING

11.1 P3501 - Recommended Practice for the Development of Digital Twins of the Earth

SSIT/SC agreed to be co-standards committee for this PAR by e-ballot. PAR was deferred by NesCom at its June 5th meeting to its September meeting. The intention is to clarify the language and focus on the ocean.

11.2 P2089.3 – "Child Guard Data Guidelines (CGDG)"

Action: Project Manager, Christy B, to follow up on the outstanding issues associated with this PAR.

11.3 DIITA Gender Equality and Social Inclusion (GESI) PAR

The GESI workstream submitted a draft PAR on June 27th. This draft required substantial review, which was undertaken by Chair, Ruth L, Vice-Chair, Karen B, Project Manager, and Secretary, Peter R. The revised draft has been returned to the GSEI committee who will review and decide the next steps to be taken.

11.4 Standard for the Implementation of Autonomous and Intelligent Systems (AIS) Within the Practice of Earth Law.

Draft PAR has been submitted. Chair, Ruth L, Vice-Chair, Karen B, Project Manager, and Secretary, Peter R, have reviewed the PAR and had a final meeting with proponent. Once the proponent has considered the suggested changes, the PAR will be distributed to the SC for approval ahead of the next SSIT/SC meeting.

11.5 WG Reports Submitted.

The table to the right shows the number of WG reports submitted in the past 12 months to June 2024.

	Summary for period Jul 23 to Jun 24	
		%
Reports Expected	49	
Reports Received on Time	37	75.5%
Reports not received	7	14.3%
Reports received late	5	10.2%
Extra Reports	1	

11.6 SSIT BoG Meeting

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

11.7 SSIT Newsletter - Standard Activity Articles

Henry N, Chair of P2897, has provided an article for the June issue. Laura C, Chair of P7700, has agreed to provide an article for the July issue, and Andrew McStay, Chair of P7014.1, for the August issue. **Action**: The Secretary, Peter R, will liaise WG P7802, Max Song/Eric Z, for the September issue. Tyler J has offered to provide an article for the newsletter once P7999 PARs have been approved by NesCom. All SSIT/SC articles can be found at https://technologyandsociety.org/ssit-newsletter-2/newsletter-archive/ starting in September 2023.

12 ADJOURNMENT

Moved Maike L, *seconded* David G, that the meeting was adjourned at 22:00 UTC, *carried*.

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. The dates and WGs to report are:

- 15th August 2024   WGs P2895, P7012, P7016.1 & P7017.
- 19th September 2024   WGs P2890, P2987, P7700, P7801 & P7803.
- 19th 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 SA	Apology	Staff	
Bennet	Karen	Unaffiliated	Yes	V	Vice-Chair
Byrd	Justin	Unaffiliated	Yes	V	
Dickey	Susan	Unaffiliated	Yes	NVM	
Ferraro	Angelo	University of South Carolina	Yes	V	
Gonzalez	David	Unaffiliated	Yes	V	
Hagar	Deborah	The Foundation for Sustainable Communities	Yes	V	
Jaynes	Tyler	Unaffiliated	Yes	V	
Kluckner	Sigi	Unaffiliated	Apology	V	

Last Name	First Name	Affiliation	Present	Role	Office
Lewis	Ruth	Technology Foresight	Yes	V	Chair
Luiken	Maike	Unaffiliated	Yes	V	
Morrow	Monique	Syniverse Technologies	Yes	V	
Reid	Peter	Unaffiliated	Apology	V	Secretary
Siverman	Karen	Unaffiliated	Yes	NM	
Wishart	Peter	Wishart Cloud Consulting	Yes	V	
Roles: V = Voting member; NVM = Non-Voting Member; NM = Non-Member; S = IEEE Staff					