

**IEEE SSIT Standards Committee
Meeting #70 Meeting Notes
Thursday, 19th September 2024
20:30 – 22:00 (UTC)**

Location: Electronic Meeting.

Meeting chaired by Ruth Lewis, meeting notes by Karen Bennet

1 CALL TO ORDER

The meeting was called to order at 20:44 (UTC).

2 ROLL CALL AND DISCLOSURE OF AFFILIATION

Roll call and disclosure of affiliation. A roll call was made, and the meeting did not have a quorum, 7 of 15 voting members were present, see attendance list at end of minutes. The meeting proceeded as an information session.

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 #68 of 18th July 2024 be approved, _____.~~

6 WORKING GROUP REPORTS

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

The report was distributed with the agenda. The WG is proceeding well. There are 3 subgroups which are Privacy Sensitive, Healthcare and Anthropomorphic robots.

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

The report was distributed with the updated agenda. The report indicated that more participants need to attend regularly. The typical suggestion for getting more participation is via public presentation, SSIT Newsletter, etc.

6.3 P2890 – Recommended Practice for Provenance of Indigenous Peoples' Data

The report was distributed prior to the meeting. PAR expiry date is December 2024. (Request for extension has been submitted for NesCom October 30 2024^h meeting). Project Manager, Christy B, explained the status of this project, Draft has not been submitted to ballot yet. It just that the working group has indicated that they are

ready to move to the next step(s) of SA Ballot. SSIT will need to do a procedural review (ensuring that the standard was aligned with the PAR) before moving to Mandatory Editorial Standard Coordination (MEC) review prior to going to ballot. Christy will follow up with WG Chair, Stephanie C, to start the process as well, she indicated the leaders of this project have been briefed on the next steps. There was discussion around whether SSIT/SC should perform a procedural review concurrent, before or after the MEC review.

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

The report was distributed prior to the meeting. Project Manager, Christy B, will touch base with WG Chair, Henry N, to offer assistance. A meeting may be needed to progress this PAR, possible attendees SC Chair, Ruth L, Project Manager, Christy B, WG Chair, Henry N, and WG Vice-Chair, Toby S.

6.5 P7801 – Recommended Practice for Technical Knowledge Commons Initiatives and Platforms

The report was distributed prior to the meeting. Progress on developing the PAR. A meeting to be held with the following attendees, SC Chair, Ruth L, Project Manager, Christy B, WG Chair, Sigmund K)

6.6 P7803 – Recommended Practice for Inclusive Sustainable Smart Cities

The report was distributed prior to the meeting. The report indicated that the development of the PAR is progress well.

7 OTHER PAR ACTIVITIES

7.1 NesCom Approval

NesCom at their meeting on September 25th will consider the following:

- For approval - P7019 *Standard for the Implementation and Governance of Autonomous and Intelligent Systems (AIS) Within the Practice of Earth Law*. Project Manager, Christy B, reported no major issues, replies have been acceptable, but Project Manager, Christy B, suggested that proponent be ready for questions at the NesCom meeting.
- For modification – P2895 *Standard Taxonomy for Responsible Use and Privacy of Human-Generated Data*. Project Manager, Christy B, that this change should go through OK.
- For extension:
 - P2895 *Standard Taxonomy for Responsible Use and Privacy of Human-Generated Data*. There are 2 outstanding comments that need to be addressed. WG Chair, Angelo F, Angelo has indicated that he will be in attendance at NesCom meeting.
 - P7011 *Standard for the Process of Identifying and Rating the Trustworthiness of News Sources*. NesCom has raised the issue about Chair's availability, and there might be further discussion about this issue at NesCom
 - P7012 *Standard for Machine Readable Personal Privacy Terms*. There were some issues associated with Copyright infringement that needed to be addressed.

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

Activities are being undertaken to determine SSIT/SC role in the metaverse, with particular reference to digital humans and associated PARs P3079.3.1 *Standard for Service Application Programming Interfaces (APIs) for Digital Human Authoring and Visualization* and P3079.3.2 *Standard for a Framework for Privacy Protection through Identifiability Management Arising from Avatar Interaction*.

7.3 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. Chair, Ruth L, and Project Manager, Christy B, agreed that a follow up meeting is required. Project Manager, Christy B, has this in hand.

7.4 PAR P3422 - Recommended Practice for Metaverse Ecosystem Reference Models

If SSIT/SC is to become a co-standards committee for PAR P3422 (C/SABSC) 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. **Action: Project Manager, Christy B, to arrange a meeting between SSIT/SC and C/SABSC.**

8 LIAISONS

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

Chair, Ruth L, reported that the ISTAS 2024 presentation was ready and will be delivered tomorrow (September 19th), with Maike L and David G.

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

The last meeting was held on September 4th AEST. There is nothing to report from the meeting. Next meeting is scheduled for 10 am September 26th 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. Chair, Ruth L, reported that formal confirmation has not been received. **Chair, Ruth L, to follow up BoG President to provide introductions to IEEE Smart Cities and Smart Villages initiatives.**

8.4 IEEE AI Coalition

Chair, Ruth L, advised that a new report is available. Please contact Ruth L if you would like a copy. A future initiative to audit all AI standards and figure out the gaps is in establishment. If interested, please let Chair, Ruth L, know.

9 BUSINESS ARISING FROM PREVIOUS MEETINGS

9.1 SSIT BoG Budget Submission

Chair, Ruth L, reported that there had been no feedback on the budget submission for 2025.

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 follow up if 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 Synthetic Data Working Group has kick started. IEEE doesn't have any relevant standards underway in this area.

9.4 Planet Positive 2030 Initiative

The target date for publication is October 10th. There may be some training opportunities.

9.5 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.**

Chair, Ruth L, asked for volunteers who speak/write another language.

10 FOR NOTING

10.1 DIITA Gender Equality and Social Inclusion (GESI) PAR

Chair, Ruth L, is in discussion with Greg Adamson on how to progress this PAR in a timely manner. Secretary, Peter R, has raised concerns about the time it will take to complete this PAR as the PAR is not yet finalized after a year of activity. Reihana M will be available after October 7th to review and discuss the IEEE staff updates to draft PAR.

10.2 WG Reports Submitted.

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

Summary for period Sep 23 to Aug 24		
Reports Expected	50	%
On Time Reports	37	74.0%
Reports not received	8	16.0%
Reports received late	5	10.0%

Good statistics on reports being created. Concern was express that WG Chairs are not attending SC meetings to present their reports. Should the reports be delayed until the WG Chair is available to present their report. Alternatively does the SC need to modify its meeting time to suit the availability of WG Chairs?

10.3 SSIT BoG Meeting

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

10.4 SSIT Newsletter - Standard Activity Articles

Eleni Mangina, Chair of P7016.1, has provided an article for September issue. Arsalan Abtahi, Chair of P7803, has agreed to provide an article for the October issue. **Action: The Secretary, Peter R, will liaise with WG Chairs for the November 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.

11 ADJOURNMENT

The meeting was adjourned at 21:42 UTC.

12 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:

- 17th 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.
- 16th January 2025 WGs P2890, P2987, P7700, P7801 & P7803.
- 20th February 2025 WGs P3119, P7010.1, P7800, & P7802.
- 20th March 2025 WGs P7011, P7014.1, P7016. & P7030.
- 17th April 2025 WGs P2895, P7012, P7016.1 & P7017. **Public Holiday in Australia, date to be confirmed.**
- 15th May 2025 WGs P2890, P2987, P7700, P7801 & P7803.
- 19th June 2025 WGs P3119, P7010.1, P7800, & P7802. **Public Holiday in USA, date to be confirmed.**

ATTENDEES

Last Name	First Name	Affiliation	Present	Role	Office
Abtahi	Arsalan	Inclusive Sustainable Smart Cities.	Yes	NVM	
Bahn	Christy	IEEE SA	Yes	Staff	
Bennet	Karen	Unaffiliated	Yes	V	Vice-Chair
Byrd	Justin	Unaffiliated	Yes	V	
Cabrera	Laura	Penn State University	Apology	NVM	
Hagar	Deborah	The Foundation for Sustainable Communities	Yes	V	
Lewis	Ruth	Technology Foresight Consulting	Yes	V	Chair
Luiken	Maike	Unaffiliated	Yes	V	
Reid	Peter	Unaffiliated	Apology	V	Secretary
Waters	Gisele	Symbiotica LLC	Yes	NVM	
Wishart	Peter	Wishart Cloud Consulting	Yes	V	
Zeise	Eric	Unaffiliated	Yes	V	
Weng	Yueh-Hsuan	Kyushu University	Yes	NVM	

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