

IEEE SSIT Standards Committee Meeting #77

Minutes (Approved in 15 May meeting)

Thursday, 17th April 2025

20:30 – 22:00 (UTC)

Location: Electronic Meeting.

Meeting chaired by Ruth Lewis, meeting minutes by Peter Wishart

1 CALL TO ORDER

The meeting started in technical session at 20:33 (UTC) with the presentation on ICAID FOCUSED ON WATER SCARCITY AND TECHNOLOGY (agenda Item 7). The meeting was called to order at 21:18 (UTC) and went through the rest of the agenda.

2 DECLARATION OF INTENT TO RECORD

- A. The Chair announced that the meeting was being recorded in accordance with the notice provided in the agenda, which advised that attendance at the meeting for any length of time was an agreement to be recorded. The recording of the meeting will only be accessible to officers of the committee and will only be used to produce the minutes of the meeting.

3 ROLL CALL AND DISCLOSURE OF AFFILIATION

A roll call was done with disclosure of affiliations. The meeting had a quorum, 12 of 16 voting members were present. See attendance list at end of these minutes.

4 AGENDA

Draft agenda distributed before the meeting. Agenda is in <https://ieee-sa.imeetcentral.com/p/aQAAAAAFKmFa>
Moved Maïke L, *seconded* Eric Z, that the agenda as distributed be approved, *carried*.

5 POLICY NOTIFICATIONS

Links distributed with the agenda and brought to the attention of the meeting participants.

5.1 Participant Behavior

Meeting participants were reminded that participant behavior must comply with the requirements, [IEEE SA Participant-Behavior-Individual-Method](#), distributed with the agenda.

5.2 IEEE SA Patent Policy

A call for patents was issued. No potentially essential patent claims were declared and no holders of potentially essential patents were identified.

5.3 IEEE SA Copyright Policy

Meeting participants were 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.

6 APPROVAL OF MINUTES OF PREVIOUS MEETING

Minutes of the previous meeting were distributed with the agenda and are in <https://ieee-sa.imeetcentral.com/p/aQAAAAAFKmFZ>

Moved Tyler J *seconded* Eric Z, that the minutes of meeting #76 of March 20th 2025 be approved, *carried*.

7 ICAID FOCUSED ON WATER SCARCITY AND TECHNOLOGY

Enock Senteu Ole Kiminta from the Kenya National Association of Water Resources Users Association (KeNAWRUA) gave a presentation. A copy is in <https://ieee-sa.imeetcentral.com/p/aQAAAAAFKpRT>

8 WORKING GROUP REPORTS

8.1 P2895 - Standard Taxonomy for Responsible Use and Privacy of Human-Generated Data

Report distributed prior to the meeting. A copy is in <https://ieee-sa.imeetcentral.com/p/aQAAAAAFKoal>

Working TOC in place, being trimmed down as content is developed. Need to encourage more members since some lost due to change of name from “trading” to “use and privacy”. Seeking SSIT-SC help to publicise need for members.

Action: Peter W to work with Lubna D (new P2895 vice chair) on SSIT Newsletter article.

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

There were no meetings since the last report. The chair (Eleni) had surgery and there were a couple of times that a meeting was tried but there was no quorum. There is an action plan to resume after May.

8.3 P7012 - Standard for Machine Readable Personal Privacy Terms

Report distributed prior to the meeting. A copy is in <https://ieee-sa.imeetcentral.com/p/aQAAAAAFKoYM>

Draft successfully completed initial ballot, now in comment resolution process.

8.4 P7999 Series - Standard for Integrating Organizational Ethics Oversight in Projects and Processes Involving AI

Report distributed prior to the meeting. A copy is in <https://ieee-sa.imeetcentral.com/p/aQAAAAAFKmFb>

WG established, several meetings held. 2 subgroups formed to progress document structure and high level concepts. Seeking assistance in finding IEEE/IEEE SA video recordings for talks given about the published IEEE standards, or scheduling an officer from each standard development team for a Q&A with the WG.

9 PAR ACTIVITIES

9.1 Other Standards Committees

Action: Project Manager, Christy B, to arrange regular follow-up meetings between SSIT/SC and C/AISC, targeting June 2025. Include Ruth L, Peter W and Karen B in meeting, particularly to focus on coordination and process of co-standards committee reporting.

Noting P7999 Series will be the test case for how SSIT-SC operates as a co-standards committee. P7999 to use SSIT-SC WG reporting and see how that works.

9.2 Pragmatic Cybernetics

An ICAID is being drafted for this activity.

The draft document has been reviewed by the SSIT-SC officers and is expected to be submitted by 9th May for consideration by the next Industry Connections committee (ICCom) meeting on 10th June.

10 SSIT-SC PRIORITIES FOR 2025

SSIT-SC priorities are in <https://ieee-sa.imeetcentral.com/p/aQAAAAAFKHx4>.

10.1 Business As Usual – Update

Best Practices Guide has been delayed. Looking to start whitepaper.

Budget now allocated to SSIT-SC.

10.2 Quality Improvements – Update

Looking to quantitative measures on how standards are being used. WG chairs will be engaged to get input.

10.3 Outreach Internally Within SSIT - Update from Outreach Subcommittee

10.3.1.1 Newsletter articles

All SSIT/SC articles can be found [here](#). Peter W coordinates newsletter input.

P7999 Series planned for April. Call for newsletter submissions identified other future articles. Some potential articles about relevant standards not overseen by SSIT-SC. In discussion with newsletter editors about how to handle these in future newsletters.

10.4 Outreach Externally - Update

Deb H reported on setup of subcommittee. Expected to start soon. Liasing with Katina and Ketra.

Noted that P7012 was raised multiple times in recent session on anniversary of internet in San Francisco. Good profile for work of that standard.

11 LIAISONS

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

InDIITA went well. Follow-up now being done to contacts on various issues. Potential new ICAID activity expected.

AuDIITA is planned in Melbourne for week of 13th October to align with CyberCon. Proposed topic is “What it means to be young in the Age of AI”.

Potential new PAR for SSIT-SC consideration Smart Symbol Sense Sync (SSSSync). PAR being drafted now.

11.2 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.

Action: Chair, Ruth L, to follow up BoG President to provide written confirmation of these arrangements.

12 BUSINESS ARISING FROM PREVIOUS MEETINGS

12.1 WG Reports Submitted.

The aim of this report is gauge how WG reporting is tracking.

12.2 Planet Positive 2030 Initiative

Deb H and Maike L working on white paper on background for assessment.

Communities program being rolled out.

12.3 P7803 – Recommended Practice for Inclusive Sustainable Smart Cities

Discussion on certification program.

Action: Ruth L to send Susan D a contact (Ravi) for ICAP – certification program IEEE SA Conformity Assessment Program (ICAP).

13 OTHER BUSINESS

None.

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:

- 15th May 2025 WGs P7017, P2890, P2987, P7700, P7801, & P7803.
- 19th June 2025 WGs P3119, P3469, P7010.1, P7800, & P7802.
- 17th July 2025 WGs P7011, P7014.1, P7016, P7019, & P7030.
- 21st August 2025 WGs P2895, P7012, P7016.1, P7017, & P7999 Series.
- 18th September 2025 WGs P2890, P2987, P7700, P7801, & P7803.
- 16th October 2025 WGs P3119, P3469, P7010.1, P7800, & P7802.
- 20th November 2025 WGs P7011, P7014.1, P7016, P7019, & P7030.
- 18th December 2025 WGs P2895, P7012, P7016.1, P7017, & P7999 Series.

15 ADJOURNMENT

The meeting was adjourned at 22:03 UTC.

ATTENDEES

Last Name	First Name	Affiliation	Present	Role	Officer
Bahn	Christy	IEEE Standards Association	Yes	S	
Bennet	Karen	Unaffiliated	Yes	V	Vice-Chair

Last Name	First Name	Affiliation	Present	Role	Officer
Dajani	Lubna	Allternet Ltd.	Yes	NVM	
Das	Satya	Cambridge Strategies Inc.	Yes	NVM	
Ferraro	Angelo	University of South Carolina	Yes	V	
Hagar	Deborah	The Foundation for Sustainable Communities	Yes	V	
Dickey	Susan	Unaffiliated	Yes	V	
Jaynes	Tyler	Unaffiliated	Yes	V	
Kiminta	Enock	Kenya National Association of Water Resources Users	Yes	NM	
Lewis	Ruth	Technology Foresight Consulting	Yes	V	Chair
Luiken	Maike	Unaffiliated	Yes	V	
Mace	Scott	Unaffiliated	Yes	V	
Miller	Cari	Inclusive Change	Yes	V	
Moonga	Julie	Kings College, London	Yes	V	
Wishart	Peter	Wishart Cloud Consulting	Yes	V	Secretary
Zadrozny	Jurek	Northrop Grumman	Yes	NM	
Zeise	Eric	Unaffiliated	Yes	V	
Roles: V = Voting member; NVM = Non-Voting Member; NM = Non-Member; S = IEEE Staff					