

**IEEE SSIT Standards Committee
Meeting #26 Minutes
Thursday, 21st January 2021
00:01 – 01:30 (UTC) / 19:00 – 20:30 (EST)
Location: Electronic Meeting.**

Meeting chaired by Sara Jordan; minutes provided by Peter Reid.

1 CALL TO ORDER

The meeting was called to order at 19:05 (EST).

2 ROLL CALL AND DISCLOSURE OF AFFILIATION

Roll call and disclosure of affiliation. A quorum, 6 of 11 voting members were present. See attendees list at the end of the minutes.

3 AGENDA

Moved Ruth, seconded Lisa that the agenda, as distributed, be approved, carried.

4 APPROVAL OF MINUTES OF PREVIOUS MEETING

Moved Peter, seconded Annette, that the minutes of meeting #25 of 17th December 2020 be approved, carried.

5 NEW PAR

Discussion deferred to February meeting. *Christy to arrange a meeting to discuss suggested changes.*

6 WORKING GROUP REPORTS

6.1 P2890 – Provenance of Indigenous Peoples' Data

Stephanie, Chair, provided a written and verbal report.

- Written report attached.
- There are between 20 and 30 involved, broken up into 3 sub-groups of 7-8 each. These groups are producing material that feed into the Scope and draft outline. The sub-groups were established to allow greater interaction.
- The last meeting was in December, with next meeting scheduled for February. Due to geographical spread of WG members, different time zones are posing some issues.
- It is WG aim to consult widely with indigenous groups.

6.2 P2895 – Taxonomy for Responsible Trading of Human Generated Data

Angela, Secretary, provided a verbal report.

- There are a consistent group of 10-11 people in attendance at bi-weekly meetings. This is a good size as it to be nibble and get things done. Plans are being made to expand the group. Assistance was sort from SC members who may have contact with interested people from the EU.
- Work is ongoing on refining the scope and determining what is in and what is out of scope. Latest version of the scope is attached.
- The standard will consist of 5 separate section, with a first draft available by the end of March.
- Next meeting to be held on Thursday 28th January.

6.3 P7011 – Process of Identifying and Rating the Trustworthiness of News Sources

Peter, Vice-Chair, provided a verbal report.

- The development of the standard is progressing slowly due to complex nature of the scope.
- At the December meeting it was agreed that WG members would submit papers for consideration at the January 29th meeting on ways to progress the development of the standard.

6.4 P7012 – Machine Readable Personal Privacy Terms

Lisa, Vice-Chair, provided a verbal report.

- What is being developed is a machine readable legal agreement, i.e. information sharing agreement with specific terms.
- The WG is looking at the schema and the syntax that could be used.
- The group is looking how to integrate the work undertaken into the standard.
- It was suggested that the WG's work could be presented at the Privacy Engineering Practice and Respect (PEPR) conference in June.

6.5 P7014 - Ethical considerations in Emulated Empathy in Autonomous and Intelligent Systems.

Karen, Secretary, provided a written and verbal report.

- Written report attached.
- The December meeting had 28 voting members in attendance. Four (4) sub-groups of 12 to 15 people have been established. Writing meeting being held twice a week. Next WG meeting is Wednesday 27th January.
- Focus is now on writing the standard from the papers produced. The aim is to get the document together by March.
- Sub-groups have reached out to relevant experts to help with topics as required. Fourteen plus use case have been developed to assist with the standard development.
- The WG is considering having an internal ballot on the draft standard before it is submitted for a SA ballot.

6.6 WG Management Issues

Sara and John Havens are progressing the development of an *Ethical Aligned Design for Standards* paper.

Christy to upload these papers, B. Schuelke-Leech and M. Janczarski, "Incorporating Societal (Social) and Ethical Implications into the Design, Development, and Deployment of Technologies," 2019 IEEE International Symposium on Technology and Society (ISTAS), Medford, MA, USA, 2019, pp. 1-6, doi: 10.1109/ISTAS48451.2019.8937964. and S. R. Jordan, "Designing Artificial Intelligence Review Boards: Creating Risk Metrics for Review of AI," 2019 IEEE International Symposium on Technology and Society (ISTAS), Medford, MA, USA, 2019, pp. 1-7, doi: 10.1109/ISTAS48451.2019.8937942, to iMeet.

(Uploaded after the meeting to this location <https://ieee-sa.imeetcentral.com/ssit-sc/folder/WzlwLDEwNDk2Mjk1XQas08937964.pdf> as 08937964.pdf and 08937942.pdf respectively.)

7 BUSINESS ARISING FROM PREVIOUS MEETINGS

7.1 SSIT-SC Leadership

Sara, current Chair, reiterated that she will be stepping down after the February meeting and will not be able to take on a SC executive role until after August 2021. Ruth, current Vice-Chair, indicated that she is considering taking on the Chair's role.

A wide-ranging discussion was held on the role of Chair and the amount of work that the Chair needed to undertake. It was agreed that there are multiple ways that the role of the Chair could be undertaken, and the amount of support needed to undertake the role.

7.2 Standards Workshop in 2021

Planning for standards workshop to be held at 2021 AI World Government conference is still ongoing.

8 OTHER BUSINESS

Nil.

9 FUTURE MEETINGS

All meetings will be held on the 3rd Thursday of the month at the time indicated below. WG reports are requested for January, May, and September Meetings.

It was noted that the times for the March to June meetings need to be agreed.

- 18th February 2021 – from **00:01-01:30 UTC** (19:00-20:30 Eastern Standard Time)
- 18th March 2021 – Time to be confirmed, possibly from 13:00-14:30 UTC (09:00-10:30 Eastern Daylight Time)
- 15th April 2021 – Time to be confirmed, possibly from 13:00-14:30 UTC (09:00-10:30 Eastern Daylight Time)
- 20th May 2021 – Time to be confirmed, possibly from 13:00-14:30 UTC (09:00-10:30 Eastern Daylight Time) **WG reports due for this meeting.**
- 17th June 2021 – Time to be confirmed, possibly from 13:00-14:30 UTC (09:00-10:30 Eastern Daylight Time)

10 ADJOURN

Moved Lisa, *seconded* Ruth that the meeting be adjourned at 20:30 (EST), *carried*.

ATTENDEES

Last Name	First Name	Affiliation	Present	Role	Office
Bahn	Christy	IEEE	Yes	S	
Bennet	Karen	Unaffiliated	Yes	NVM	
Carroll	Stephanie	University of Arizona	Yes	NVM	
Hailey	Vicky	Victoria Hailey Group	Yes	V	
Jordan	Sara	Future of Privacy Forum	Yes	V	Chair
LeVasseur	Lisa	Wrethinking	Yes	V	
Lewis	Ruth	Technology Foresight	Yes	V	
Radcliffe	Angela	Unaffiliated	Yes	NVM	
Reid	Peter	Unaffiliated	Yes	V	Secretary
Reilly	Annette	Unaffiliated	Yes	V	

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

Working Group Project Status Report

for Sponsored Standards Development Projects under IEEE SSIT SC

Provide complete form in as much detail as possible.

PAR/Project Number	2890
Working Group Name	Indigenous Data
WG chair <i>Provide name and e-mail address.</i>	Stephanie Carroll stephaniecarroll@arizona.edu
Author of Status Report (if different than Chair) <i>Provide name and e-mail address.</i>	
Date of this report <i>Report should be completed and submitted to Secretary at least 7 days before IEEE SSIT SC meeting.</i>	January 19, 2021
Date of last report Either verbal or written	Verbal (Jane Anderson): 9/17/2020
Current number of WG voting members	38
Anticipated Completion Date <i>Enter the timeframe anticipated for submission to RevCom (e.g. 3rd Quarter 2017).</i>	3 rd Quarter 2024
Activities in the past 3 months <i>This may include:</i> <ul style="list-style-type: none"> - Meetings held with meeting location, number of attendees, and actions - Any major accomplishments, milestones, or deliverables 	<p>Meetings held (Yes/No quorum): 7/28/2020 (1st meeting), 8/18/2020 (no), 9/29/2020 (yes), 10/13/2020 (yes), 10/27/2020 (yes), 11/10/2020 (no), 12/8/2020 (no).</p> <p>Three sub groups created:</p> <ul style="list-style-type: none"> - 1. Conceptual issues (9/29/2020) - 2. Standards landscape (10/13/2020) - 3. Scope and purpose (9/29/2020) <p>Draft outline in IEEE-SA template.</p>
Action Items outstanding <i>This may include:</i> <ul style="list-style-type: none"> - Plans for continuing with work - Any major accomplishments, milestones, or deliverables upcoming 	Will draft language for the recommendation per IEEE-SA template in first half of 2021.
Issues or concerns	None.
Related activities, if any <i>Describe any related programs, collaborations, events, etc., in which the Working Group is involved.</i>	Non-IEEE social gathering, January 19, 2021 to center Indigenous Knowledge and identify participants strengths and interests.

Planned meetings for next 6 months <i>List all meetings for which the dates and locations have been announced.</i>	
Feedback or actions required by IEEE SSIT SC Executive Committee or IEEE Program Manager: <i>This item is optional. List here:</i> <ul style="list-style-type: none"> - Any actions or support that you need from IEEE SSIT SC Executive, IEEE Program Manager, or other stakeholders 	None for now.

P2895 SCOPE

Project Title	Standard Taxonomy for Responsible Trading of Human-Generated Data
Working Group	Trading Human-Generated Data Working Group(SSIT/SC/THGD-WG)
Society and Committee	IEEE Society on Social Implications of Technology/Social Implications of Technology Standards Committee(SSIT/SC)

Purpose of the proposed Standard

A standard taxonomy to describe the responsible consumption of human-generated data sets will allow institutions to understand and transparently capture, use, share and trade human-generated data sets with consistency and compliance to the outlined properties and rights outlined in any contract related governing a human-generated data set. This consistency will decrease the cost of regulatory compliance for institutions consuming human-generated data, and will increase the liquidity, fluency, and transparency of responsible consumption of human-generated data both within and between institutions.

Scope of proposed Standard

The standard **defines a taxonomy**, which shall be used to describe the rules and categories of data rights and properties in data contracts that govern the capture, use, sharing and trade of data.

- **Properties & Rights:** This includes the permitted use, restricted use, exceptions, jurisdiction of processing and/or storage, duration of the processing, geography of use and/or storage of human-generated data, and processing and/or transfer of individual vs aggregate data.
(see figure A)

- **Out of Scope:** The standard is intended to describe the parameters of trade of data but is agnostic to:
 - Data Type (What)
 - Industry
 - File type
 - Geo specific nuance
 - sCommercial or business pricing arrangements and agreements for the use or exchange of data. Nothing in this standard should be construed as restraint of trade.

Additionally, this taxonomy may form the foundation for future follow on “child” standards identified in the course of this working group that include definition of the requirement of visualization/iconography of contract metadata aligned to these properties and rights that might assist to drive data rights literacy among consumers. While this is a natural bi-product of the working group activity these additional standards are not in scope for P2895.

Figure A: Terms

Term	Definition
Data Rights	Contractual rights are the set of rights guaranteed whenever people enter into a valid contract with one another. Contract rights usually involve business matters, including the provision of products and services. However, they can also involve other types of subject matter. For the purpose of this standard, data is the subject matter.
Covenants	An agreement, contract, or written promise between two individuals that frequently constitutes a pledge to do or refrain from doing something. Contract restrictions refer to restrictive covenants, which restrict a party from doing something or involve a promise not to do something.

Figure B: Taxonomy to be defined by this standard

	Restrictions & Covenants		
Data Rights	Purpose	Duration	Jurisdiction
Collect	For what purpose are you collecting	For what duration do you need the data	What jurisdiction is the data in that you need to collect
Store	For what purpose do you need to store the data	How long do you need to store the data	Where do you need to store the data
Use (sub dimensions such as combine here or separate?)	Purpose of Use	Duration of Use	Jurisdiction of use
Transfer	For what purpose do you need to Transfer the data (Sell, Share, Transform/combine)	For what period of time/cadence will you transfer this data (daily, weekly, real time, one time)	Where will the data transfer take place?

Working Group Project Status Report

for Sponsored Standards Development Projects under IEEE SSIT SC

Provide complete form in as much detail as possible.

PAR/Project Number	P7014
Working Group Name	Standard for Ethical considerations in Emulated Empathy in Autonomous and Intelligent Systems
WG chair <i>Provide name and e-mail address.</i>	Ben Bland ben@sensum.co
Author of Status Report (if different than Chair) <i>Provide name and e-mail address.</i>	Ben Bland
Date of this report <i>Report should be completed and submitted to Secretary at least 7 days before IEEE SSIT SC meeting.</i>	21 Jan 2021
Date of last report Either verbal or written	15 Sep 2020
Current number of WG voting members	As of Dec 17, we had 28 voting members and 85 members who have attended at least 1 meeting.
Anticipated Completion Date <i>Enter the timeframe anticipated for submission to RevCom (e.g. 3rd Quarter 2017).</i>	Jun 2023

Activities in the past 3 months

This may include:

- *Meetings held with meeting location, number of attendees, and actions*
- *Any major accomplishments, milestones, or deliverables*

P7014 WG Meetings

- 30 Sep: 21 voting, 8 non-voting
- 27 Oct: 17 voting, 4 non-voting
- 25 Nov: 19 voting, 5 non-voting
- 16 Dec: 19 voting, 0 non-voting

– Next WG meeting: 16:00 UTC, Wed 27 Jan

WG highlights:

- Outreach to IEEE APAC contacts to improve engagement from East Asia. Need to keep working on this.
- Multiple papers published in IEEE ISTAS conference and wider.
- Launched a series of drafting sessions to focus specifically on the content of the draft standard.

Subgroup highlights:

- Subgroups continue to run cross-subgroup collaboration sessions and comms to coordinate their work.
- All have been asked to focus on integrating their work into content for the draft standard, for WG approval.
- Launched *System Lifecycle* subgroup but did not progress due to illness.
- Much work done on “affective rights” of people.
- *Outreach* subgroup hosted subject-specific talks and open “café” discussions within group.
- Extensive development of the Ethical Explainability Toolkit, into a structured evaluation tool.
- Members are testing Ethical Explainability Toolkit by theoretically running use cases through it and providing feedback.
- Members have been developing a system architecture flow diagram to clarify the end-to-end lifecycle of empathic AI/S.

Active subgroups:

- Use cases
- Tech ethics (covering the main principles, rights and standard sections)
- Stakeholders & Definitions
- Ethical Explainability Toolkit
- Outreach

NOTE: Voting member location distribution, for info:

Canada	4
UK	6
EU	2
US	12
Middle East	1
Africa	1

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Total	26				
Action Items outstanding <i>This may include:</i> <ul style="list-style-type: none"> - Plans for continuing with work - Any major accomplishments, milestones, or deliverables upcoming 	Aiming for submission of draft to ballot 31 Mar 2021. Draft content to be developed significantly before then.				
Issues or concerns	<ul style="list-style-type: none"> • Ongoing concern at lack of representation from some areas of the planet, mainly East Asia and Africa. • Running out of time to get draft standard together for proposed ballot submission on 31 Mar 2021 – there is a lot of good discussion and content but it is hard to: <ul style="list-style-type: none"> – Convert it to succinct content for the standard. – Coordinate between subgroups to agree on shared content. – Choose the right level, scope, etc. for the content (e.g. how detailed it should be, how much it should mandate behaviour vs helping the standard user to provide their own input, etc.) 				
Related activities, if any <i>Describe any related programs, collaborations, events, etc., in which the Working Group is involved.</i>	<ul style="list-style-type: none"> • Submission to papers at ISTAS. • Invitation to workshop at AffectiCom '21 (https://www.affecticom.net) 				
Planned meetings for next 6 months <i>List all meetings for which the dates and locations have been announced.</i>	<ul style="list-style-type: none"> • WG each month at 16:00-17:30 UTC on fourth Wed. • Currently Ethical Explainability Toolkit sessions each Tue at 14:00-15:30 UTC. • Frequent ad-hoc drafting sessions. 				
Feedback or actions required by IEEE SSIT SC Executive Committee or IEEE Program Manager: <i>This item is optional. List here:</i> <ul style="list-style-type: none"> - Any actions or support that you need from IEEE SSIT SC Executive, IEEE Program Manager, or other stakeholders 	none				