IEEE SSIT Standards Committee
Meeting #30 Notes
Thursday, 20th May 2021
21:00 – 22:30 (UTC)
Location: Electronic Meeting.
Meeting chaired by Lisa LeVasseur; notes provided by Peter Reid.

1   CALL TO ORDER

The meeting was called to order at 21:06 (UTC).

2   ROLL CALL AND DISCLOSURE OF AFFILIATION

Roll call and disclosure of affiliation was made, and as a quorum was not present, 5 of 15 voting members, the meeting proceeded as an information session. See attendees list at the end of the notes.

3   AGENDA

Moved _____, seconded _____ that the agenda, as distributed, be approved, _____.

4   POLICY NOTIFICATIONS

4.1   IEEE SA Patent Policy.

If anyone in this meeting is personally aware of the holder of any patent claims that are potentially essential to implementation of the proposed standard(s) under consideration by this group and that are not already the subject of an Accepted Letter of Assurance, please respond at this time by providing relevant information to the SC Chair.

4.2   IEEE SA Copyright Policy

IEEE owns the copyright in all Work Products. All IEEE Work Products shall be created in an approved IEEE template. Participants are solely responsible for determining whether disclosure of any Contributions that they submit to IEEE requires the prior consent of other parties and, if so, to obtain it.

5   APPROVAL OF MINUTES OF PREVIOUS MEETING

Moved _____, seconded _____, that the minutes of meeting #27 of 18th February 2021 be approved, _____.

The notes of meetings #28 and #29 have been distributed and are available on iMeet.

6   NEW PAR APPROVED

P2987 *Recommended Practice for Principles for Design and Operation Addressing Technology-Facilitated Inter-personal Control* has been approved by New Standards Committee (NESCOM) at their April 28th meeting. Christy has a meeting with Henry in the week of 24th May to go over next steps.

7   WORKING GROUP REPORTS

7.1   P2890: Recommended Practice for Provenance of Indigenous Peoples' Data

Written report circulated to SC members before the meeting. Jane provided these additional comments:

- A quorum attended the May meeting. The meeting time has been set to allow attendance from Australasian time zone.
- An informal caucus of indigenous members is held before each WG meeting to ensure indigenous are heard.

- Subgroups have been established to progress drafting of the standard. Each subgroup has an indigenous lead with a co-chair.
- June meeting will commence the drafting process. The WG will have a break in July.
- The WG has requested assistance with draft the standard. Christy has reached out to the P7010 WG Chair to provide assistance.
- It was suggested that following web sites may provide assistance in developing the standard; https://schema.org/; https://www.iso.org/obp/ui/#iso:std:iso:23903:ed-1:v1:en; https://en.wikipedia.org/wiki/Communication_privacy_management_theory.
- The aim is to produce a draft by the end of 2021.

7.2   WG Management Issues

Update to be provided at next meeting on *Ethical Aligned Design for Standards* paper.

8   BUSINESS ARISING FROM PREVIOUS MEETINGS

8.1   Standards Workshop in 2021

The 2021 AI World Government conference will now be a virtual meeting, as such, a partial refund of support payment will be sought. Report on progress to be provided at the next meeting.

8.2   TAB CoS Call for Proposals - Round 5

Proposals submitted by P7012 and P7014 have been accepted. Report on progress to be provided at next meeting.

9   MARKETING

9.1   SSIT-SC Web Site https://sagroups.ieee.org/ssit/

A meeting was held on 8th April to review SSIT-SC Web site. A new layout was agreed. Christy has updated the web site to reflect the new layout. The content on the web site needs to be reviewed.

10   OTHER BUSINESS

10.1   Policies & Procedures

A new version of Policies & Procedures document has been developed. The template has been modified to reflect SSIT-SC needs. The SSIT-SC version will be distributed by Christy. The document will be discussed and approved at the June meeting.

11   FUTURE MEETINGS

SC meetings will be held at 21:00 UTC on the 3rd Thursday of the month (UTC) for an hour and a half.

- 17th June 2021 – 21:00 UTC (07:00 18th June AEST, 22:00 BST, 17:00 EDT)
- 15th July 2021 – 21:00 UTC (07:00 16th July AEST, 22:00 BST, 17:00 EDT)
  WG P7011 & P7014 to report.
- 19th August – 21:00 UTC (07:00 20th August AEST, 22:00 BST, 17:00 EDT)
  WG P7012 & P2895 to report.
- 16th September – 21:00 UTC (07:00 17th September AEST, 22:00 BST, 17:00 EDT)
  WG P2980 & P2987 to report.
- 21st October – 21:00 UTC (08:00 22nd October AEDT, 22:00 BST, 17:00 EDT)
- 18th November – 21:00 UTC (08:00 19th November AEDT, 16:00 EST, 21:00 GMT)
  WG P7011 & P7014 to report.
- 16th December – 21:00 UTC (08:00 17th December AEDT, 16:00 EST, 21:00 GMT)
  WG P7012 & P2895 to report.
- 20th January 2022 – 21:00 UTC (08:00 21st January AEDT, 16:00 EST, 21:00 GMT)
  WG P2980 & P2987 to report.

AEST – Australian Eastern Standard Time; AEDT – Australian Eastern Daylight Time; BST – British Summer Time; EST – Eastern Standard Time; EDT – Eastern Daylight Time; GMT – Greenwich Mean Time.

IEEE SSIT Standards Committee

12 ADJOURN

The meeting was adjourned at 21:58 (UTC).

ATTENDEES

Last Name	First Name	Affiliation	Present	Role	Office
Anderson	Jane	New York University	Yes	V	
Bahn	Christy	IEEE	Apology	S	
Bland	Ben	Unaffiliated	Apology	V	
LeVasseur	Lisa	Wrethinking	Yes	V	Vice-Chair
Lewis	Ruth	Technology Foresight	Apology	V	Chair
Reid	Peter	Unaffiliated	Yes	V	Secretary
Reilly	Annette	Unaffiliated	Yes	V	
Silverman	Karen	Unaffiliated	Yes	V	
Roles: V = Voting member; NVM = Non-Voting Member; S = IEEE Staff					