

**IEEE SSIT Standards Committee  
Meeting #45 Minutes  
Thursday, 18<sup>th</sup> August 2022  
21:00 – 22:30 (UTC)  
Location: Electronic Meeting**

*Meeting chaired by Ruth Lewis; minutes provided by Peter Reid.*

## 1 CALL TO ORDER

The meeting was called to order at 21:05 (UTC).

## 2 ROLL CALL AND DISCLOSURE OF AFFILIATION

Roll call and disclosure of affiliation. A quorum, 7 of 12 voting members, were present. See attendees list at the end of the minutes.

## 3 AGENDA

*Moved Deborah, seconded Peter, that the agenda, as distributed, be approved, carried.*

## 4 POLICY NOTIFICATIONS

Distributed with the agenda and brought to the attention of the meeting.

### 4.1 Participant Behavior

Meeting participants are reminded that participant behavior shall comply with the requirements, IEEE SA Participant-Behavior-Individual-Method & IEEE SA Participant-Behavior-Entity-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 Angelo, seconded Deborah, that the minutes of meeting #44 of 16<sup>th</sup> June 2022 be approved, carried.*

## 6 WORKING GROUP REPORTS

### 6.1 P2895 – Standard Taxonomy for Responsible Trading of Human Generated Data

Report distributed prior to the meeting. Angelo provided additional information.

- It is expected that number of WG members will pick up.
- The confusion between the WG, task group and sub-groups is being resolved.
- It is proposed to have a P2895 workshop at ISTAS2022
- Concern was expressed with the use Trading in the title of the PAR. It may be possible to change the title without having to resubmit the PAR.
- Discuss was held about “trading”. It was noted that trading is contextual, and data exchange can/could be considered trading. An associated issue is who owns the human data, the human, the host, or collector of the data.
- The issue of overlapping/interacting standards was raised. It is not clear who is responsible for the setting of boundaries between standards and ensuring that separate standards do not produce conflicting requirements/definitions.

## 6.2 P7012 – Standard for Machine Readable Personal Privacy Terms

Report distributed prior to the meeting. The SC agreed that the use of ISO Knowledge Representation was the correct approach.

Christy is developing a liaison overview for the WG.

## 7 PROPOSED PARs

### 7.1 P3176 Standard for an mHealth Ecosystem of Equity

*P3176 Standard for an mHealth Ecosystem of Equity* has been removed from NesCom submission as additional work is needed to finalize the PAR.

### 7.2 Recommended Practice for the Responsible Design and Development of Neurotechnologies

Awaiting approval at September meeting of NesCom. Chair approved in myProject. P7700 number has been allocated to this PAR as it may be the first in a series.

### 7.3 Recommended Practice for Addressing Sustainability, Environmental Stewardship and Climate Change Challenges in Professional Practice

Awaiting approval at September meeting of NesCom. Chair approved in myProject. P7800 number has been allocated to this PAR as it may be the first in a series.

## 8 LIAISONS

### 8.1 DIITA

Meeting held on August 18<sup>th</sup>, IST.

- Gender Equality and Social Inclusion (GESI) workstream white paper “Gender and Technology: The Case of the Energy Sector” is to be submitted for publication on 19<sup>th</sup> August.
- Committee members were asked to review the summary of the Transparent Design for Wellbeing Workstream activities.
- SC Secretary advised DIITA that two new PARs, P7700 and P7800, had be submitted for approval.

### 8.2 ISTAS2022

Chair reported that the special session proposal had been accepted and awaiting feedback from the ISTAS2022 committee.

### 8.3 Planet Positive 2030 Campaign

The Stanford workshop was a success. Draft 2 of the outcomes are being completed with a target date of September 8<sup>th</sup>, if you wish to participate in the review please visit <https://sagroups.ieee.org/planetpositive2030/committees/>. These drafts will be presented at the 2<sup>nd</sup> workshop in The Hague on September 19<sup>th</sup> & 20<sup>th</sup>, [https://www.aanmelder.nl/ieee\\_sustainability](https://www.aanmelder.nl/ieee_sustainability), for review and publication in April 2023.

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

Chair to schedule a kickoff meeting for the week of September 26<sup>th</sup> or October 3<sup>rd</sup>.

### 8.5 SSIT BoG Meeting 9<sup>th</sup> August 2022

President, Clint Andrews, reported that he was very impressed with SC and BoG should continue to support the SC.

### 8.6 Nanotechnology Council Standards Committee (NTC/SC)

Deferred to next meeting.

## 9 BUSINESS ARISING FROM PREVIOUS MEETINGS

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

Deferred to next meeting. *Christy to inform SC if this WG has found Secretary.*

### 9.2 Website

Maintenance of SC web site, <https://sagroups.ieee.org/ssit/>. Outstanding requests have been completed.

### 9.3 WG Membership

Proposed changes to standard WG P&P is still in hand. Secretary has liaised with Christy Bahn to progress the change. *Still in hand with Secretary.*

## 10 OTHER BUSINESS

Nil

## 11 FUTURE MEETINGS

The meeting agreed that the meeting start time to 20:30 UTC, which gives the following times:

### Northern Hemisphere Summertime

Location	Local Time	Time Zone	UTC Offset
Melbourne (Australia – Victoria)	Friday, 15 September 2022 at 6:30:00 am	AEST	UTC+10 hours
New Delhi (India – Delhi)	Friday, 16 September 2022 at 2:00:00 am	IST	UTC+5:30 hours
New York (USA – New York)	Thursday, 15 September 2022 at 4:30:00 pm	EDT	UTC-4 hours
Belfast (United Kingdom – Northern Ireland)	Thursday, 15 September 2022 at 9:30:00 pm	BST	UTC+1 hour
Los Angeles (USA – California)	Thursday, 15 September 2022 at 1:30:00 pm	PDT	UTC-7 hours
Paris (France – Paris)	Thursday, 15 September 2022 at 10:30:00 pm	CEST	UTC+2 hours
Corresponding UTC (GMT)	Thursday, 15 September 2022 at 20:30:00		

### Southern Hemisphere Summertime

Location	Local Time	Time Zone	UTC Offset
Melbourne (Australia – Victoria)	Friday, 18 November 2022 at 7:30:00 am	AEDT	UTC+11 hours
New Delhi (India – Delhi)	Friday, 18 November 2022 at 2:00:00 am	IST	UTC+5:30 hours
New York (USA – New York)	Thursday, 17 November 2022 at 3:30:00 pm	EST	UTC-5 hours
Belfast (United Kingdom – Northern Ireland)	Thursday, 17 November 2022 at 8:30:00 pm	GMT	UTC
Los Angeles (USA – California)	Thursday, 17 November 2022 at 12:30:00 pm	PST	UTC-8 hours
Paris (France – Paris)	Thursday, 17 November 2022 at 9:30:00 pm	CET	UTC+1 hour
Corresponding UTC (GMT)	Thursday, 17 November 2022 at 20:30:00		

*Secretary to reissue meeting invites in line with the times below.*

SC meetings will be held at 20:30 UTC on the 3<sup>rd</sup> Thursday of the month (UTC) for an hour and a half.

- 15<sup>th</sup> September 2022 – 20:30 UTC (13:30 PDT; 16:30 EDT; 21:30 BST; 22:30 CEST; 16<sup>th</sup> September – 06:30 AEST; 02:00 IST) **WG P2890 & P2987 to report.**
- 20<sup>th</sup> October 2022 – 20:30 UTC (13:30 PDT; 16:30 EDT; 21:30 BST; 22:30 CEST; 21<sup>st</sup> October – 07:30 AEDT; 02:00 IST) **WG P3119 & P7010.1 to report.**
- 17<sup>th</sup> November 2022 – 20:30 UTC (13:30 PDT; 16:30 EDT; 20:30 GMT; 21:30 CET; 18<sup>th</sup> November – 07:30 AEDT; 02:00 IST) **WG P7011, P7014 & P7030 to report.**
- 15<sup>th</sup> December 2022 – 20:30 UTC (12:30 PST; 15:30 EST; 20:30 GMT; 21:30 CET; 16<sup>th</sup> December – 07:30 AEDT; 02:00 IST) **WG P2895 & P7012 to report.**
- 19<sup>th</sup> January 2023 – 20:30 UTC (12:30 PST; 15:30 EST; 20:30 GMT; 21:30 CET; 20<sup>th</sup> January – 07:30 AEDT; 02:00 IST) **WG P2890 & P2987 to report.**
- 16<sup>th</sup> February 2023 – 20:30 UTC (12:30 PST; 15:30 EST; 20:30 GMT; 21:30 CET; 17<sup>th</sup> February – 07:30 AEDT; 02:00 IST) **WG P3119 & P7010.1 to report.**
- 16<sup>th</sup> March 2023 – 20:30 UTC (13:30 PDT; 16:30 EDT; 20:30 GMT; 21:30 CET; 17<sup>th</sup> March – 07:30 AEDT; 02:00 IST) **WG P7011, P7014 & P7030 to report.**
- 20<sup>th</sup> April 2023 – 20:30 UTC (13:30 PDT; 16:30 EDT; 21:30 BST; 22:30 CEST; 21<sup>st</sup> April – 06:30 AEST; 02:00 IST) **WG P2895 & P7012 to report.**
- 18<sup>th</sup> May 2023 – 20:30 UTC (13:30 PDT; 16:30 EDT; 21:30 BST; 22:30 CEST; 19<sup>th</sup> May – 06:30 AEST; 02:00 IST) **WG P2890 & P2987 to report.**
- 15<sup>th</sup> June 2023 – 20:30 UTC (13:30 PDT; 16:30 EDT; 21:30 BST; 22:30 CEST; 16<sup>th</sup> June – 06:30 AEST; 02:00 IST) **WG P3119 & P7010.1 to report.**

AEST – Australian Eastern Standard Time; AEDT – Australian Eastern Daylight Time; BST – British Summer Time; CEST – Central Europe Summer Time; CET – Central Europe Time; EST – Eastern Standard Time; EDT – Eastern Daylight Time; GMT – Greenwich Mean Time, IST – Indian Standard Time; PDT – Pacific Daylight Time, PST – Pacific Standard Time, UTC – Coordinated Universal Time.

## 12 ADJOURN

*Moved Peter, seconded Deborah, that the meeting be adjourned at 22:30 (UTC), carried.*

ATTENDEES

Last Name	First Name	Affiliation	Present	Role	Office
Bahn	Christy	Staff	Apology	S	
Carroll	Stephine	University of Arizona	Yes	NVM	
Ferraro	Angelo	University of South Carolina	Yes	V	
Gopal	Tadepalli	Anna University	Yes	V	
Hagar	Deborah	The Foundation for Sustainable Communities	Yes	V	
Jaynes	Tyler	Unaffiliated	Yes	V	
LeVasseur	Lisa	Internet Safety Labs	Yes	V	
Lewis	Ruth	Technology Foresight	Yes	V	Chair
Reid	Peter	Unaffiliated	Yes	V	Secretary

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