IEEE SSIT Standards Committee
Meeting #52 Minutes
Thursday, 16th March 2023
20:30 – 22:00 (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 20:36 (UTC).

2   ROLL CALL AND DISCLOSURE OF AFFILIATION

Roll call and disclosure of affiliation. A quorum, 7 of 13 voting members, were present. See the attendees list at the end of the minutes. Maike L joined the meeting at 21:00.

3   AGENDA

Moved David G, *seconded* Tyler J, that the agenda, as distributed, be approved, *carried.*

4   POLICY NOTIFICATIONS

Links distributed with the agenda and brough 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, disturbed with the agenda.

5   APPROVAL OF MINUTES OF PREVIOUS MEETING

Moved Tyler J, *seconded* Davis G, that the minutes, version 2, of meeting #51 of 16th February 2023 be approved, *carried.*

6   WORKING GROUP REPORTS

6.1   P7011 – Standard for the Process of Identifying and Rating the Trustworthiness of News Sources

Report distributed with agenda. Peter R provided an explanation of the Architecture Overview and answer questions on the process. Chair suggested that Ravi Subramaniam, r.subramaniam@ieee.org, Director, IEEE SA Conformity Assessment Program, should be contacted re accreditation of Rating Agencies.

6.2   P7014– Standard for Ethical considerations in Emulated Empathy in Autonomous and Intelligent Systems

Report deferred to next meeting.

6.3   P7016 – Standard for Ethically Aligned Design and Operation of Metaverse Systems

Report distributed before meeting. Because of geographical spread of WG members, finding a suitable meeting time is an issue. It was noted that is only possible to find a reasonable time for 3 of the 4 major time zones. Depending on location of members it may be necessary to rotate meeting times or have repeated sessions.

6.4 P7030 – Recommended Practice for Assessing Ethical Concerns of Extended Reality (XR) Technologies

Report distributed before meeting. Monique M reiterated that participation needs to increase, and that the WG required a Secretary.

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

Stephine C advised the Committee that a draft of P2890 almost completed. This draft is being circulated to indigenous groups to get their feedback before finalization.

7 OTHER PAR ACTIVITY

7.1 P3337 – Standard for Intelligent Power, Security, Connectivity (IPSC) for Wellness

Chair reported this PAR was rejected at NesCom meeting in December 2022. The Engineering in Medicine & Biology Standards Committee (EMB/SC) has created a PAR Study Group to rework this PAR. If you are interested in this Study Group, please reach out to Kit August, kit.august@gmail.com .

7.2 P7017 – Standard for Design-Centered Human-Robot Interaction (HRI) and Governance

Approved by NesCom at December meeting, SSIT-SC is co-standards committee. Chair has reached out to the WG Chair. After the 2-day workshop in July it should be possible to formalize the co-standards committee arrangement.

7.3 P7016 – Standard for Ethically Aligned Design and Operation of Metaverse Systems

The SSIT-SC originally approved PAR P7016 with two (2) co-standards committees, Consumer Technology Society/Metaverse Standards Committee (CTS/MTS) and Computer Society/Learning Technology (C/LT). Due to timing issues with updates to the PAR before the NesCom meeting, only CTS/MTS was added to the original submission. A modified PAR will be submitted to NesCom to add the C/LT as a co-standards committee.

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

An eBallot was conducted on the approval of Consumer Technology Society/Metaverse Standards Committee (CTS/MTS) to be co-standards committee for P7016.1. The motion was approved by 8 members, with 1 abstention, and was thus *carried.*

This PAR is being considered by NesCom at their March meeting.

7.5 P7060 – Recommended Practice for a Peace Data Model

This PAR is being considered by NesCom at their March meeting.

7.6 P7802 – Standard for Measurement and Verification of Reduction of Green House Gases

This PAR is being considered by NesCom at their March meeting.

8 PAR APPROVAL PROCESS

A draft copy of the *SSIT/SC PAR Adoption Process* was distributed with the agenda. The Chair provided the rationale behind the development of the process. The meeting concluded that the process should be trialed, noting the following concerns.

    i)   That a check list should be developed.
    ii)   That the proponents be advised of the difference between the three types of standard documents, *standards*, *recommended practice*, and *guidelines*.
    iii)   That the Committee still can review the *form, fit & function* of the PAR.

Moved Tyler J, *seconded* Peter R, that the draft *SSIT/SC PAR Adoption Process* be trial for the next 2 PARs submitted the Committee for consideration, *carried.*

9   LIAISONS

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

Meeting 4 was held on February 14th UTC. Minutes of meeting 4 have been distributed, together with agenda for meeting 5 to be held on March 15th UTC.

9.2   DIITA

The last meeting was on February 17th (AEDT). The meeting was advised that *P3337 – Standard for Intelligent Power, Security, Connectivity (IPSC) for Wellness* will be split into multiple standards before resubmission to NesCom.

9.3   Planet Positive 2030 Initiative

Update requested. Deferred to next meeting.

9.4   Nanotechnology Council Standards Committee (NTC/SC)

Update requested. Deferred to next meeting.

9.5   SSIT BoG Meeting

Please let the Chair know if you wish to attend.

10   BUSINESS ARISING FROM PREVIOUS MEETINGS

10.1 Standard Activity Articles

Chair requested that anyone who is interesting in providing article for March SSIT newsletter to contact her. Deferred to next meeting.

10.2 Working Group Participant Attendance List

Christy to brief meeting. Deferred to next meeting.

10.3 Website

Chair to review home page content. Deferred to next meeting.

11   OTHER BUSINESS

11.1 : TAB CoS Seed Funding Opportunity

Chair advised that the first round of TAB CoS Seed Funding Opportunities, was now open and that the closing date was 30th March 2023. Details distributed by email.

11.2 World Summit on the Information Society Forum 2023

Dr Maike Luiken, Chair, IEEE Planet Positive 2030 Initiative was interviewed at World Summit on the Information Society Forum 2023 (WSIS), https://www.youtube.com/watch?v=uD6KnV-76aM

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.

- 20th April 2023 – 20:30 UTC (13:30 PDT; 16:30 EDT; 21:30 BST; 22:30 CEST; 21st April – 02:00 IST: 06:30 AEST;)
  WG P2895, P7012 & P7016.1 to report.
- 18th May 2023 – 20:30 UTC (13:30 PDT; 16:30 EDT; 21:30 BST; 22:30 CEST; 19th May – 02:00 IST: 06:30 AEST;)
  WG P2890, P2987, P7700 & P7801 to report.
- 15th June 2023 – 20:30 UTC (13:30 PDT; 16:30 EDT; 21:30 BST; 22:30 CEST; 16th June – 02:00 IST: 06:30 AEST;)
  WG P3119, P7010.1 & P7800 to report.
- 20th July 2023 – 20:30 UTC (13:30 PDT; 16:30 EDT; 21:30 BST; 22:30 CEST; 21st July – 02:00 IST; 06:30 AEST)
  WG P7011, P7014, P7016 & P7030 to report.
- 17th August 2023 – 20:30 UTC (13:30 PDT; 16:30 EDT; 21:30 BST; 22:30 CEST; 18th August – 02:00 IST; 06:30 AEST;)
  WG P2895, P7012 & P7016.1 to report.
- 21st September 2023 – 20:30 UTC (13:30 PDT; 16:30 EDT; 21:30 BST; 22:30 CEST; 22nd September – 02:00 IST: 06:30 AEST;)
  WG P2890, P2987, P7700 & P7801 to report.

- 19th October 2023 – 20:30 UTC (13:30 PDT; 16:30 EDT; 21:30 BST; 22:30 CEST; 20th October – 02:00 IST: 07:30 AEDT;)   WG P3119, P7010.1 & P7800 to report.
- 16th November 2023 – 20:30 UTC (12:30 PST; 15:30 EST; 20:30 GMT; 21:30 CET; 17th November – 02:00 IST; 07:30 ADST)   WG P7011, P7014, P7016 & P7030 to report.
- 21st December 2023 – 20:30 UTC (12:30 PST; 15:30 EST; 20:30 GMT; 21:30 CET; 22nd December – 02:00 IST; 07:30 ADST)   WG P2895, P7012 & P7016.1 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.

13 ADJOURN

The meeting was adjourned at 22:03 (UTC).

ATTENDEES

Last Name	First Name	Affiliation	Present	Role	Office
Bahn	Christy	IEEE SA	Apology	S	
Carroll	Stephine	University of Arizona	Yes	NVM	
Ferraro	Angelo	University of South Carolina	Yes	V	
Gonzalez	David	Unaffiliated	Yes	V	
Gopal	Tadepalli	Anna University	Yes	V	
Hagar	Deborah	The Foundation for Sustainable Communities	Yes	V	
Jaynes	Tyler	Unaffiliated	Yes	V	
Lewis	Ruth	Technology Foresight	Yes	V	Chair
Luiken	Maike	Unaffiliated	Yes	V	
Morrow	Monique	Syniverse Technology	Yes	NVM	
Reid	Peter	Unaffiliated	Yes	V	Secretary
Roles: V = Voting member; NVM = Non-Voting Member; NM = Non-Member; S = IEEE Staff					