



Standards Coordination Committee Meeting Minutes February 25, 2016 11:00a.m. ET

ATTENDANCE:

Attendance of the SCC was recorded as:

Name	Attendance	Type	1/18/2016
Rene McIver	Present		*
David Temoshok	Present	AR	*
Christopher Spottiswoode	Present	MR	*
Paul Grassi	Present	MA	*
Jim Fenton	Present	MR	*
Sal D'Agostino	Present		*
Barbara Beresford	Present	AR	*
Robert Faron	Present		
Mary Hodder	Present		
Christine Abruzzi	Present		*
Paul Knight	Present		*
Linda Braun, Secretariat	Present		*

* Present at last meeting

Quorum was reached 50% of members present from the last meeting. Rene McIver called the meeting to order at 11:01am ET.

AGENDA:

- Administrative issues
 - Call to order
 - Review and approval of agenda
- Action Item Review – Secretariat
- Status updates
 - SAP v2
- Standards Evaluation
 - Nominations (Mary Hodder):
 - ISO 98-1
 - ISO 9241-210
 - Initial eval completion (Christine Abruzzi):
 - NIST SP 800-65
 - ISO 29115
 - Awaiting eval completion:
 - UMS (hold spec review until after Kantara approval of 1.1) (by FMO resource)
 - FIDO UAF and U2F (volunteer: Christine Abruzzi)
- Other New Business
- Adjourn
- **Next Regular Meeting – March 3, 2016**



Motion 1. Paul Grassi motioned to approve agenda. Robert Faron seconded. No objections. The motion was unanimously approved.

Action item review:

- Complete FIDO UAF and U2F evaluation forms (Christine) – almost completed, will send to Rene before sending to group.
- Review Inventory and update as appropriate (Jim) – to follow-up.
- Rene posted blank standards nomination and evaluation forms to website – completed.

SCC meeting time change

- Rene suggested the SCC meet every other week for 1.5 hours instead of every week from 10:30 – 12:00 pm ET. Team members in agreement. Next meeting is March 3, then March 17, March 31.

Functional Model and Glossary Volunteer

- Call for volunteer to join a new subcommittee to work on the Functional Model and Glossary was discussed. Andrew Hughes will chair this subcommittee which is expected to complete work by Mid-May. Goal is to advance the existing Functional Model and Glossary in order to support the SALS and other related materials. First meeting will take place the week of February 29. David Temoshok volunteered to support this effort on behalf of SCC.
- This new subcommittee is interested in getting consistent glossary terminology across the requirements. Concern is that people who want to self-assess may have difficulty with different definitions. They will look at the top 30 definitions first.

Standards Evaluation

- Review of ISO/IEC Guide 98-1:2009: Mary Hodder joined the meeting and gave an overview of the nominations she had submitted earlier. She received a review copy of this standard from ISO and sent a copy to Rene. ISO/IEC Guide 98-1:2009 provides a brief introduction to the “Guide to the expression of uncertainty in measurement (GUM)” in order to indicate the relevance of that fundamental guide and promote its use. It also outlines documents related to the GUM that are intended to expand the application of that guide to broader categories and fields of practical problems. The standard doesn’t relate to anything that can be measured. It focuses on measurement itself and how measurement can be unreliability and what kind of thinking should go into usability.
- SCC approved the movement of the nomination to evaluation stage. Rene asked for a volunteer to fill out the evaluation form.
- **Action:** Rene will send a completed evaluation form to Mary as an example and will post ISO 98-1 to listserv.
- Review of ISO 9241-210: Mary then reviewed the next standard which has a focus on ergonomic usability and user experience. Includes: clarifying the role of iteration in the whole design process (not just evaluation); emphasizing that human-centered methods can be used throughout the system life cycle; explaining design activities; and clarifying the principles of human-centered design.
- SCC approved the movement of the nomination to evaluation stage.
- **Action:** Rene to post ISO 9241-210 to listserv.
- Mary offered to try and come to the SCC meetings once a month to share what is going on with UXC.
- NIST SP 800-63 (Paul Grassi) is going through a major overhaul and they expect to have it completed within the calendar year. The new revision will be called Rev.3.
- Paul took the team through the review of the current NIST SP 800-63 Rev.2
 - Privacy Enhancing and Voluntary – SCC reviewed, no objection
 - Secure and Resilient – SCC reviewed, no objection
 - Interoperable – text updated approved; no objection



- Cost Effective and Easy to use – SCC reviewed, no objection
- Remaining sections approved with no objections.
- No objection to having SCC recommend to IDESG.
- **Action:** Paul to send out the link to “comments” for next revision (Rev.3) of standard to the listserv.
- **Action:** Rene to send ISO 29115 and NIST SP 800-63 to Privacy Committee for review. She will also let the Chairs know that both standards have completed the adoption process through SCC.

UMA (By FMO Resource (Paul Knight))

- Being assigned.

Other New Business

- None listed.

Adjourn

Meeting adjourned at 11:59am ET.

Summary of Motions & Action Items

Motion 1. Paul motioned to approve the agenda, Robert Faron seconded.

Action Items

- Christine: (Open) Complete FIDO UAF and U2F eval forms
- Jim: (Open) Review Inventory and update as appropriate (for example, reference RFC instead of drafts where appropriate)
- Rene:
 - Request Linda to update the SCC meeting invite to every 2 weeks beginning March 3, 2016
 - Email Andrew Hughes to identify David as the SCC rep to the Functional Roles and Glossary cross-committee group
 - Send a completed evaluation form to Mary Hodder as an example
 - Send email to chairs group and SCC listserv indicating that SCC approved ISO 98-1 and ISO 9241-210 standards to move forward. Request volunteer for evaluation reviews completion.
 - ISO 29115 & NIST SP 800-63 to privacy group for review. CC IDESG chairs for information.
- Paul G: Send out the link to “comments” for next revision (Rev.3) of NIST SP 800-63 standard to the listserv
- Jaime or Paul K: update on FMO resource for UMA eval