

UA Comms WG Meeting

10 July 2023

Attendees

Anil Kumar Jain
Adebunmi Akinbo
Amina Ramallan
Benedict Sagoe
Bernard Sackey
Emmanuel Gyan
Faisal Ali
Frankie Wolanyo
Godsway Kubi
Hadia Elminiawi
Henrietta Ampofo
Kalpesh Chaudhari

Keolebogile Rantsetse
Maria Kolesnikova
Muad Adjeley Ashong Elliot
Nii Armah Kwaku Tagoe
Preeti Kamra
Raymond Mamattah
Regina Fuchsova
Samwel Kariuki
Simone Catania
Tumsifu Pallangyo
Seda Akbulut
Yin May Oo

Agenda

1. Welcome and roll-call
2. What to take up next from the [FY24 Action Plan](#)
 - a) C3 Review UA/EAI content and its dissemination channels
 - b) C4 Update UASG.tech website
 - c) C5 Reach-out to the UASG/UA community to present in the national, regional international forums/event
 - d) C6 Promote and support annual UA Day for 2024
 - e) C7 Identify the case studies on EAI/UA implementations
 - f) C9 Planning and publishing the UASG Newsletter
3. Status on UASG Newsletter issue #1 publication
 - a) Where to put newsletter on [ICANN Wiki](#)

4. Status for Africa IGF proposal submission (deadline 7 July).
5. Status for Ghana IGF on 7 July - (by Raymond and Ghana School on Internet Governance (GhanaSIG) fellows)
 - a. Link /report to note this to UA Readiness report.

Meeting recording: [link](#), password: ^QA1wgM^WT

Meeting Notes

Anil briefly explained the publishing process of FY24 action plan, and asked Seda to explain each item on the Action Plan to the Working Group. Seda has given a quick intro to all Comms Actions from the FY24 and shared the status of the items.

C1 and C2: The status is 'in progress' since the previous year for these items, and will be continued for this year.

C3: Reviewing of content and deciding on a dissemination channel for contents of UASG created by the WGs. Each member should review the Document hub on uasg.tech and decide to whom and how these documents should be disseminated.

C4: Updating of the UASG.tech website will be planned and worked on. Previously, feedback from the community on improving performance and structure were received.

C5: Reaching out to the community for relevant engagements, listing relevant events where we want to disseminate UA messages.

C6: Supporting Annual UA day plans.

C7: Case studies need to be differentiated. WG should decide what type of case studies are needed, to whom we can contact to draft a case study. Previous case studies are published on the UASG.tech website.

C8: The status is 'new', and planning of this will depend on the input of EAI and Tech WGs.

C9: Publishing the Newsletter is on the way. Raymond is working on this. The status is 'complete' for the first issue.

Anil asked everyone to take note of C1 to C9 and welcomed any questions: In chat, Godsway Kubi asked if he could assist in helping to restructure the website. Anil Appreciated Godsway and the community.

C3

For the newsletter, the first production has been completed. Raymond said the WG members would be able to read the newsletter within a week.

The UASG Newsletter is ready to be published thanks to Raymond. In future, Anil asked where and how to put it forward. WG leaders would like to add more contributions from WG members. Raymond agreed in calling for future submissions and editor contributions from WG members. Maud and Henrietta volunteered to support the Newsletter. Henrietta also writes Wikipedia articles and would like to help if necessary.

Regarding publishing the newsletter on ICANN Wiki, Seda explained that the ICANN wiki is a [community page](#), which is different from the actual Wikipedia. Comms WG has decided to put the UASG newsletter on this site. Seda would upload the newsletter.

Anil invited other community members for adding new ideas and suggestions. Currently, community members have agreed to ask Seda to upload the files to <https://community.icann.org/display/TUA/UASG+Newsletters>

Maria suggested in the chat to publish previous UASG Newsletters that were sent in 2021 on the ICANN wiki. Anil agreed with it, and asked Maria to share the previous files to Raymond. Raymond will work with Maria on converting previous files to PDF format, and then send the files to Seda to be uploaded.

Raymond also reminded that the Newsletter should be sent to the UA-discuss mailing list, aside from uploading to the ICANN wiki.

Seda explained that the newsletter posting email would be written by the Comms WG leaders. The message body should be written by Raymond or the

Comms WG, Seda would act as a messenger to send through the mailing list. Tumsifu suggested in the chat that the newsletter also could be shared on social media. Seda explained the possibility of sharing Newsletter on UASG social media. With regard to Anil's former suggestion offline, Seda shared that she checked with the ICANN comms Team and due to GDPR issues, ICANN's own newsletters could not be interfered to publish the UASG newsletters. However, we can remind those people to subscribe to ua-discuss list. Anil appreciated this feedback.

Seda suggested Raymond sharing his email address with the new volunteers to work on the next rounds of Newsletters.

Decisions:

- Newsletter will be uploaded on <<https://community.icann.org/>>
 - Previous Newsletter from 2021 would be uploaded as well
- Newsletter will be sent to the Ua-discuss mailing list.
 - Raymond will add the message body and share with Seda
 - Seda will send the message along with the Newsletter.
- Raymond to share email address with new volunteers to work on newsletter.

C5: Africa IGF

The proposal for Africa IGF was not submitted, because Raymond thought it would be double submission that ICANN may also submit a session which includes a UA topic. Raymond's reference to the Africa GSE team's proposal is based on information from other sources. He thought GSE submitted it. Anil asked if UASG could still support the event proposed by ICANN.

Hadia shared that the deadline for proposal for Africa IGF was 7 July. She asked for clarification about whom to work with, whether Ghana School or GSE. Hadia herself has submitted a proposal on AI Responsibilities and Governance, and if relevant, would add the UA topic aside of AI and the use of the internet. Hadia said the title of her proposal for the Africa IGF is "Shaping the Digital Future: A Deep Dive into Responsible AI Design and Development".

Anil asked Raymond and UA Comms WG to think about how to work with Hadia (Ghana SIG fellows) at Africa IGF on UA topics. If possible, Anil suggested Hadia including UASG topics.

Decision: Raymond and Comms would like to work with Hadia to add UASG topics to “Shaping the Digital Future” Africa IGF session.

C5. Ghana IGF

Raymond shared that together with the School of Internet Governance in Ghana they made a proposal for Ghana IGF and it was accepted. The session was held on 7 July 2023.

Raymond said he sees some of the Ghana University fellows on that session in the Comms WG meeting today. They have learned about UA as part of an online course, and they joined the Africa IGF. They had a presentation on UA.

Anil requested Comms WG members to inform the WG when there are forums like IGF is happening in their regions, and asked Raymond to include community engagements in the newsletter in future.

Next action item for UA Comms WG

Seda requested to have a decision on the next item to work on. WG agreed to discuss this at the next meeting.

Anil asked WG to discuss prioritizing the items from C3 to C9.
Raymond suggested C6 (UA Day) to be prioritized first.

Anil asked for input on C3. Seda said the contents need to be reviewed by the Comms WG. Seda suggested looking through the [document hub](#) on the UASG.tech website and the ICANN wiki community website, for example [UA Content Matrix](#) on the [website](#). There are [training materials](#) as well on that page. Seda recommended going through these pages and make use of the content matrix.

Maria asked about videos in the chat. Seda shared that the due diligence is in progress.

Next Meeting: Monday 24 July 2023, 14:30 UTC

No	Action Item	Owner
1	Go through Comms WG action plan and suggest what to take up next, and start working on that topic	Comms WG
2	Upload the Newsletter	Seda
3	Share previous newsletters in PDF format to be uploaded	Maria, Raymond
4	Send the newsletter to UASG mailing list, with message body from Raymond	Raymond, Seda
5	Work with Hadia to add UASG topics for Africa IGF session	Comms WG
6	Go through UASG.tech document hub and ICANN wiki training materials	Comms WG