

2018-Mar-28

Notes, CTAB Call of 28-Mar-2018

Notes and Action Items, CTAB Call of 28-March-2018

Attending:

- Brett Bieber, University of Nebraska (chair)
- David Bantz, University of Alaska
- Tom Barton, University Chicago and Internet2
- Chris Hable, University of Michigan
- Ted Hanss, University of Michigan
- Jon Miner, University of Wisc - Madison
- Mary Catherine Martinez, InnoSoft
- Chris Whalen, National Institute of Allergy and Infectious Diseases (NIAID)
- Ann West, Internet2
- Emily Eisbruch, Internet2

Regrets: Joanna Rojas, Duke

New Action Items

[AI] (Jon) Consolidate the Community Consensus docs

[AI] (Brett) add opening paragraph about the iterative process

[AI] (ChrisH) work with Brett on the logo advice

DISCUSSION

Staffing update

- Baseline expectations for trust in federation implementation will require additional work/shepherding <https://www.incommon.org/federation/baseline/>
- There was an Increase in InCommon fees two years ago. This fee increase supports additional staffing
 - <https://www.internet2.edu/blogs/detail/14439/>
- Federation Service Manager will be the title for a new staff person who can help support Baseline Expectations, to be posted soon
- In addition Nick Lewis, Internet2 Program Manager now working in Cloud Services area, particularly in Security, will be providing operational support on Baseline Expectations <https://www.internet2.edu/people/detail/1989/>

Community Notification of Finalized FOPP/PA changes

- The community notification of changes to the InCommon Participation Agreement (PA) and the InCommon Federation Operating Policies and Practices (FOPP) was sent recently.
- InCommon has received few questions
- One institution asked to withdraw, but not because of baseline expectations
- Brett received a question from U. California system
- Brett noted that at U-Nebraska, communications from InCommon may go to networking team or to trust and identity team.
- Suggestion to encourage government agencies to share info with each other around baseline expectations
- Would be helpful to pull out data on the govt agencies and how many are meeting the expectations currently versus needing attention
- Feedback - it would be helpful to clarify the use of the "M" on the health check report - is "M" good or bad on the report?

Community Consensus Process & "Rules of the Road"

- suggested edit: explain that this is a recommended process.
- CTAB will learn and make iterations with the community's help.

- Jon and David worked on suggested changes around the email lists for each consensus topic.
 - draft strawman for lists and communication in consensus process
- Decision not to "seed" the email list for consensus consultations. invite the community to participate
- CTAB should try to encourage the appropriate people to show up. Deliberately solicit voices
- Makes sense to merge those suggestions from Jon into the Community Consensus Process doc.

[AI] (Jon) Consolidate the Community Consensus docs

- Will likely be an iterative process

[AI] (Brett) add opening paragraph about the iterative process

Privacy Policy (David, Chris W)

- David and Chris reviewed various institutions' privacy policies
- Few share info on "what info about me is released to what services?"
- Should there be a link on the IDP Login page to a privacy statement?
- REFEDs has privacy policy guidance <https://wiki.refeds.org/display/CODE/Privacy+policy+guidelines+for+Service+Providers>

<https://wiki.geant.org/display/eduGAIN/How+to+write+the+Privacy+Policy>

<https://geant3plus.archive.geant.net/uri/dataprotection-code-of-conduct/V1/Pages/default.aspx>

- Having a person to contact with privacy issues is important
- Would be helpful to have Guidance for and IDP Operator on "Who on a campus can help draft a privacy policy if there is no privacy officer"
- HEISC working group could be a good resource

<https://www.educause.edu/focus-areas-and-initiatives/policy-and-security/cybersecurity-program/about-heisc>

<https://spaces.at.internet2.edu/display/2014infosecurityguide/Privacy>

- What should be the timeframe within which CTAB insists a privacy policy must be in place?
- First requirement is that there be a link to something.

Three short-term suggestions to the community:

- Link to whatever privacy policy you have in your POP (This works for the 50% that have POPs)
- Refer to privacy policies available through Educause HEISC, even if not federation related
- Develop a web page that links to established organizational policies related to privacy (data sharing, FERPA release, AUP, etc) as a first step

You can look at privacy policies by organization:

<https://incommon.org/federation/info/all-orgs.html>

Eventually a webinar on the privacy policy topic could be helpful.

Logo Advice:

[AI](#) (ChrisH) will work with Brett on the logo advice

What formats? e.g. jpg/png/svg?

What sizes? Rasterized or non-rasterized?

Background?

Solid/transparent, white black?

Dimensions?

Aspect ratio, e.g. square, rectangular

Design mockups and scenarios for representation:

Discovery pages (IdP)

Consent interfaces (SPs)

Who to talk to on your campus?

Communications office

SP owners

key items:

Should be something the user recognizes and associates with the service or IdP.

MDUI Discussion (Brett) (saved for next call)

[CTAB Meeting at 2018 Global Summit, Wednesday, May 9, noon-1:00PM](#)

- This will be a closed meeting for CTAB members
- Will have a Zoom bridge

Next CTAB Call: Wed. April 11, 2018

