

# 2018-Sept-26

CTAB Call Wed. Sept. 26, 2018

## Attending

- Brett Bieber, University of Nebraska (chair)
- Mary Catherine Martinez, InnoSoft (vice chair)
- David Bantz, University of Alaska
- Tom Barton, University Chicago and Internet2
- Chris Hable, University of Michigan
- Ted Hanss, Yale
- Chris Whalen, NIAID/NIH
- Dean Woodbeck, Internet2
- Ann West, Internet2

## Regrets

- Joanna Rojas, Duke
- Jon Miner, University of Wisc - Madison

## New Action Items

[AI] Brett start a skeleton of the slides for the Oct 11 webinar

[AI] Brett find a time to meet within the next week for CTAB to discuss response to FIM4R.

[AI] CTAB - put your comments in the FIM4R response document

[AI] Ted - bring up to Steering that recruitment for CTAB is coming - (Ted will contact Sean Reynolds about doing so on the Oct 1 Steering meeting)

[AI] Brett draft a recruitment email for new CTAB members

## DISCUSSION

[Internet2 IP Policy Reminder](#)

## Baseline Expectations

- Transitioning the Community
- Brett send email to InCommon participants list announcing the Dec. 14, 2018 for meeting Baseline Expectations
- Roadmap
  - <https://spaces.at.internet2.edu/display/BE/Baseline+Processes+Roadmap>
  - Thanks to ErinM for updating the roadmap
  - Should we extend this roadmap into 2019?
    - Perhaps not
- Changes in the Federation Manager to require elements, hard vs soft validation

## Requesting Extensions for meeting Baseline Expectations

- Idea of having an extension request form for requesting an extension for meeting Baseline Expectations
- Include link to this extension request form in the health check emails
- Collect a clear indication - who is responsible - if an organization requests an extension
- Ask for a reason - why you need an extension - help see what is holding people up
- Ask for a specific date that you plan to meet the expectations
  - no more than three months out?
  - The date will provide an opportunity for contact
- Collect the name of entity - entityID (use a copy and paste)

## List of Entities meeting baseline

- 73% of IDPs
- 43% of SPs
- <https://spaces.at.internet2.edu/display/BE/List+of+Baseline+Expectations+Factors+in+Metadata>
- Thanks to JimB for this tweet <https://twitter.com/JimBasney/status/1043161695428993026>

## Federation manager and Baseline Expectations

- A feature will be added to the federation manager to help with addressing lacking metadata. No date for this yet.
- Brett spoke with Nick Roy over Slack about harder validation checks.

- Currently there is a warning (soft validation).
- Nick expressed concern about adding more complexity if we want Federation manager to accept a reason for lacking a certain metadata element.
- Q: What about for initial submission of a new entity versus handling of an established entity?
  - A: that was not discussed
- When the time is right, CTAB can ask InCommon to switch from soft validation to where Federation Manager does not allow submission when metadata is lacking.

### Meeting Baseline Expectations Webinar Oct. 11, 2018 at 4pm ET

<https://spaces.at.internet2.edu/x/MoAUC>

- Agenda:
  - Main Audience: those who have not yet met baseline expectations
  - CTAB member (Brett!) explain the date selection of Dec 14, 2018 as the cutoff
  - Updated stats
  - Link to the entity health check report pages
  - Nick Roy, sharing info on the federation manager, reassurance that updates will not impact compatibility etc
  - Share additional info on Privacy Policy and Logo URL
    - Brett may reach out to EricG about sharing UCOP Privacy Policy approach on the webinar
  - Share links to previous webinars on Baseline Expectations
  - Advertise the Baseline Expectations Office Hours
    - weekly Thursdays 2pm - 3pm ET via Zoom, 10/25/2018 to 12/7/2018
    - CTAB and InCommon Operations staff will be available for office hours
  - Recruitment for new CTAB members
  - [AI] Brett start a skeleton of the slides for the Oct 11 webinar
  - Nick Roy may do a screenshare during the webinar

### FIM4R Response

- Interested in providing feedback (and meeting) - putting in initial observations - Brett, MC, David (AI) Brett find a time to meet within the next week for CTAB to discuss response to FIM4R.
- (AI) CTAB - put your comments in the FIM4R response document
- Discussion about whether R&S might be part of the next version of BE (if the requirement were for IdPs to release the R/S attributes to the category) -

### Recruiting New CTAB Members

- CTAB Charter
  - <http://doi.org/10.26869/TI.94.1>
- Think about candidates
  - [AI] Ted - bring up to Steering that recruitment for CTAB is coming - (Ted will contact Sean Reynolds about doing so on the Oct 1 Steering meeting)
- Are there roles that should be represented?
- Get recruitment letter for new CTAB members out prior to TechEx
- [AI] Brett will draft a recruitment email for new CTAB members

### Tech Ex 2018

- CTAB meeting at TechEx Wed. morning Oct. 17, 2018
  - 7:30am - 8:30am
  - Oceana Grand Ballroom 10
- <https://meetings.internet2.edu/2018-technology-exchange/detail/10005252/>
- Key agenda items for this CTAB meeting?
  - Community response to Dec 14, 2018 deadline for meeting Baseline Expectations
  - Potentially will be some feedback after Kevin's presentation
- Who will chair?

**Next CTAB Call : Wed. October 10, 2018**