

2018-Dec-5

CTAB Wed. Dec. 5, 2018

- 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
- Jon Miner, University of Wisc - Madison
- Joanna Rojas, Duke
- Chris Whalen, Research Data and Communication Technologies
- Albert Wu, Internet2
- Ann West, Internet2
- Emily Eisbruch, Internet2

Discussion

Update on InCommon Service Provider Badging Discussion

- Albert set up a call to discuss SP badging issues for Dec. 11 with TAC Chairs and other key individuals.
- This is a follow on from Jack Suess's email around giving a better idea of the standing of an SP in the InCommon Federation in terms of various measures.

BE Maintenance Docs (TomB)

- [BE Community Dispute Resolution Process TI.118.1](#)
 - thanks for all the input, all issues resolved, except will work on better resolution graphic
 - [AI] (Albert) will work on improving the graphic on dispute resolution
 - Motion was passed to approve the revised Community Dispute Resolution doc, pending work on graphic display.
 - next steps: Finalize doc, send note to Steering, note to participants list, notify participants 2nd week of January that there is an updated version.
- [Processes to Maintain BE Doc TI.105.2](#) -
 - this doc is being updated to reflect the dispute resolution material being moved to the new doc TI.118.1

BE Office Hours <https://spaces.at.internet2.edu/x/sALxBg>

Target for meeting BE on Dec 14, 2018

- Update: key InCommon staff met to discuss next steps, Albert is tracking orgs. Plan to take action in order of risk priorities from this document
 - <https://docs.google.com/document/d/1L-dSCXJ3DsnNrWVDbgxFln1iKCr58gvklR6gNIXRxxQ/edit>
- Good news: There has recently been an big increase in SPs that meet BE. It is easier now with the bulk update feature
- See Blog on Huge Progress by the Community: <https://www.internet2.edu/blogs/detail/16925>
- **Health Check Emails**
 - Health check email message includes link to extension request form
 - Followed by health check status
 - We should change the wording of the health check emails after Dec 14
 - Need wording for communication to those not meeting Baseline
 - Would be good to have a friendly way to get orgs to ask for any help needed
 - Next Health check email should go out on Dec 18. Plan to continue to send every 2 weeks .
 - Albert will work on new updated text for the health check emails.
 - TomB: when we are in steady state mode, we should have health check message indicate the cycle times
 - CTAB will be owners of the dispute process. CTAB will discuss with InCommon Staff in general what the message should be, and InCommon staff will work on how to word the emails

Recruiting new CTAB members

- [CTAB Recruitment info on wiki: https://spaces.at.internet2.edu/x/9YBHC](https://spaces.at.internet2.edu/x/9YBHC)
- TomB has reached out to 3 individuals in the research space about serving on CTAB.
- Brett spoke with all potential new CTAB nominees last year; This year MC will join these conversations
- Reminder to look for diversity of large and small institutions, etc.
- Suggestion to add columns for each member of CTAB and their characteristics per what's identified in the charter.
- [AI] Emily will add columns for each member of CTAB and their characteristics per what's identified in the charter and reach out for help where needed. (DONE)

Next CTAB call: Wed. Dec. 12, 2018 at 4pm ET

- Reminder CTAB will also meet on Dec. 19, Jan 2, Jan 9, Jan 16 and Jan 23 at 4pm ET

