2019-March-27

Attending

- Mary Catherine Martinez, InnoSoft (chair)
- David Bantz, University of Alaska (vice-chair)
- Rachana Ananthakrishnan, Globus, University of Chicago
- Tom Barton, University Chicago and Internet2
- Brad Christ, Eastern Washington University
- Eric Goodman, UCOP - TAC Representative to CTAB
- John Hover, Brookhaven National Lab
- Jon Miner, University of Wisc - Madison
- John Pfeifer, University of Maryland
- Chris Whalen, Research Data and Communication Technologies
- Ann West, Internet2
- Albert Wu, Internet2
- Emily Eisbruch, Internet2

Regrets

- Brett Bieber, University of Nebraska
- Chris Hable, University of Michigan
- Adam Lewenberg, Stanford

Discussion

Draft Report to InCommon Steering to Close out Baseline Expectations Phase 1

- There are two documents to be presented to InCommon Steering

    - 1. Exec summary

        - this will go to Document Repository
    - 2. InCommon Baseline Expectations Closeout plan, this is an Appendix listing orgs with entities not meeting Baseline Expectations

        - Broken into relevant categories
        - Recommended actions are based on risk level
        - There is also an Appendix with summary of outreach that has occurred
- Decision: on March 28, 2019 there will be an announcement that April 8 we are turning on enforcement of consequences for those not meeting Baseline Expectations
- April 15, 2019 we will announce to community the results of the InCommon Steering decision
- May 15, 2019 will move to remove entities not meeting Baseline Expectations from metadata
- For bilateral entities, will not remove from federation, but will notify the bilateral partners if we can find that info
- Suggestion to add more detail in the closeout plan report around handling of bilateral entities
- Question about using the term "closeout"; could sound too final since there are next phases of Baseline Expectations
- Decision: remove the word "final"
- Should report be seen as coming from CTAB to InCommon Steering? Instead of from " InCommon Ops and CTAB" YES, DONE
- Risk Level to federation, in what context? We should define this better .

    - Risk to reputation?
    - Risk of leaving these entities not meeting baseline?
    - What is the downside to taking this entity out of metadata?
    - Decision: change "risk" to "impact to the federation of recommended action "
    - Albert made this change this
- Best way to handle **test IDPs** that do not meet baseline? Suggestion to remove them
    - Albert reports that there is only one test IDP not meeting Baseline. Albert resolved that issue in the doc.
- Albert provided an overview of the rollback plan so if need be, it will be possible to place an entity back into federation.

    - This addresses the risk that site admin sees entity in edit mode and can't comply with BE, and we need to work to accommodate them.
- It was noted that SPs on the list of entities not meeting baseline is an area of concern
- Suggestion to add info on which entities have not paid their InCommon invoice
- [AI] Albert will add to the report info on which entities that have not met Baseline Expectations have not paid their InCommon invoice

    - Albert has started drafting notice about mandatory enforcement in Federation Manager and will share that and hopes to send tomorrow.
    - Tom moved that CTAB approve the report. ChrisW seconded
    - All agreed.
    - There will be a pre-read ask to InCommon Steering
    - Albert will draft slides for Monday April 1, 2019 InCommon Steering call

Next CTAB Call: Wed. April 10, 2019