

# 06-22-11 Meeting Agenda and Notes

## Meeting Details: Fridays, 5:00 - 6:00 pm ET

Adobe Connect for screen/doc/whiteboard sharing: <http://wisc.adobeconnect.com/osidm/>

**+1-734-615-7474 PREFERRED** (from any phone where Long Distance calling has no add'l cost over local or 800 calling, e.g., cell phones or callers with fixed price LD plans)

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**Access code:** 0111929#

## Participants

Who	With	Present
Tom Barton	U Chicago	
Dedra Chamberlin	Berkeley & UCSF	x
Keith Hazelton	UW-Madison / Internet2	x
RL "Bob" Morgan	U Dub / Internet2	
Benn Oshrin	Internet2 / Various	x
Hampton Sublett	UC Davis	x
Eric Westfall	Kuali Rice, Indiana	
Bill Yock	U Dub/Rice Board	x

## AGENDA

1. Adding new members to StratOrg (possible names: Jens Haeusser, Renee Shuey, Bill Thompson, Rob Carter (P&I lead),....)
  - a. Invitations will go out to these four individuals as a "second wave" recruitment given their experience, interest and roles in the community.
2. Revising, publishing reference architecture documents
  - a. The next version will be reviewed next meeting and will need to be posted to the wiki if not the main CIPHER site.
3. When can we publicize the Prospectus (what are the preconditions)?
  - a. A means of receiving financial contributions
    - i. A firm/er commitment regarding the administrative home for CIPHER
  - b. A plan for responding to questions, information requests, meeting/presentation requests
4. Recruiting volunteers to help with web site maintenance, updates, etc
  - a. Public Site: Keith & Hampton
  - b. Wiki: Bob (support from Keith & Hampton)
5. [Kuali Foundation Template Proposal](#)
  - a. Get Jennifer's "temperature check" for thoroughness of the proposal
  - b. Need to garner some firm commitment prior to going to the Kuali Foundation Board
6. Vacation Schedules
  - a. Hampton will miss the next two team meetings

## Action Items:

- Hampton to arrange a meeting with Keith and Kuali's designer to help with CIPHER website
- Hampton - Prune list of Strat/Org and send list to Steve O to remove anyone else who is on the list.
- Hampton/Keith - Need a "Strat/Org Welcome Letter" to all participants to formalize participation as we prepare for launch.
- Team - Provide Bill with an update on the Kuali Foundation Template Proposal (see agenda 5). Please get feedback to Bill by Monday, June 25th