Apereo Board Meeting Minutes: January 16, 2018

Officers:

Chair: David Ackerman	Vice Chair: Lucy Appert
Treasurer: Charlie Leonhardt	Secretary: Doug Johnson

Executive Director: Ian Dolphin

Called to Order: 1301 PM EDT	Adjourned: 1402 PM EDT

ATTENDING

Lucy Appert	Jim Helwig	John Lewis
Tim Carroll	Doug Johnson	Jeremy Rosenberg
Ian Dolphin	Shoji Kajita	Theresa Rowe
Mathilde Guerin	Charlie Leonhardt	

Apologies in Advance: David Ackerman, Cheryl Brown, Laura Gekeler
Absent w/o notice:

Approval of December Minutes:
- Suggested edits: None
- **Moved to Approve**: Jim Helwig   **Seconded**: Theresa Rowe
  - **Approved** *Nem Con*

Board Officers Election Suggested Timetable (Chair, Vice-Chair, Treasurer, Secretary) **
- Nominations open January 16th, close January 26th. (Suggest nominations to ID)
- Check willingness to stand By February 2nd.
- Ballot by email 5th-14th February
- Approval at February Board Call - 20th February
- **Moved to Approve**: Jim Helwig   **Seconded**: Theresa Rowe
  - **Approved** *Nem Con*

Policy Review - Closure Proposal
- Doug volunteered to review public comments on policies for the policy review and draft a report on final policy recommendations;
- These policy changes will be voted on at the regularly scheduled February Board call
- **Motion to Approve**: Theresa Rowe   **Seconded:** Jim Helwig

Strategy Document and Next Steps
- The drafting group have worked on a draft strategy document at https://apereo.oaeproject.org/content/apereo/HyUoTJ-Vz
- A focused discussion on elaborating perspectives around cloud computing and the open source response was suggested by the drafting group.
- The Drafting Group have expressed a willingness to work on a set of associated targets to bring to the February Board AGM
- **Where you can help:** Review, comment, shape targets when available
- **Board Comments**

- - o **"Cloud first"** is an increasingly common policy/priority among CIOs; and "cloud first" often becomes "cloud only."
      - Provide hosting for Apereo software in the cloud?
      - Desire of some institutions to move among cloud vendors/providers to gain better costs, services, etc.
      - What about creating a promotional list of Apereo software that is cloud-ready?
      - Should we communicate to products that they should consider provisioning for the cloud (to operate in the cloud and/or to function as a cloud service)?
        - Can we provide training opportunities, i.e. at Annual Conference, on how to make a service cloud-ready?
        - Providing training on how to make software "cloud-ready" could itself be a service that is attractive to open source projects not yet a part of Apereo
    - o Focus on collaboration efforts and models
      - How to build collaborations?
      - Presentations about the various collaboration models that exist within the Apereo community?
    - o Vendor/partner relations
      - Reach out to vendors to get their suggestions for strategic directions?
      - Consider suggesting that groups of schools establish themselves as providers of cloud service and support.
    - o We will publish the strategic planning draft sometime next week as a consultation draft for asking the community for input into strategic direction and planning.

Adjournment: 11:01 (EDST)

Executive Director's Written Report
Items presented to the Board but not discussed in the Board meeting
- N/A – Strategic issues discussion

2) OAE Changes
- The OAE Project has completed the appointment of a new Project Lead, Miguel Laghina. Miguel will be seconded from his role at *research to the project, and paid from OAE funds held by the Foundation.
- **FYI**

3) Open Apereo Planning
- Conference planning is proceeding - the CfP (at the foot of these notes) is due to close on January 26th. Any help getting the CfP out to lists you participate in would e very much appreciated.
- Please pay particular attention to the "Leadership" track: it would be particularly valuable for Board mmembers to submit presentations
- **Where you can help**: Keynote selection/ideas, promotion to lists you participate in, promote in other fora, submit proposal (esp Leadership track)

4) MoU with ESUP Portail
- We are in the final stages of revising the MoU with ESUP Portail, which will be brought to the Board AGM in February.
- Given the growth in adoption of a greater range of Apereo software, formal liaison with ESUP-Portail will be increased to two long calls and two face to face meetings per year, aligned with existing events to minimise overhead.
- **Where you can help:** Feedback, Review when available

5) NGDLE Meeting, Washington DC
- Apereo was well represented at an EDUCAUSE organised meeting on the NGDLE in Washington DC in December - Neal Caidin, Chuck Severance, UVa, Duke, Longsight were present - also U Hawaii, a Sakai user which is not a Foundation member.
- **FYI**

6) Incubation - EQUELLA and Notifications Backbone
- First calls for the two new incubating projects, EQUELLA and the Edinburgh Notifications Backbone have been held.
- Notifications Backbone has seen senior personell changes which will initially slow the project slightly. New incubation mentors Dede Hourican (Marist) and Lars Keisow (U Osnabruck) participated in the calls. The IWG continues to meet, and have agreed to produce a "Meet the Mentors" piece for the Apereo Newsletter to help raise the profile of incubation work.
- Mentor training provided by the University of Oxford Open Source Software Watch will take place beginning in late February/Early March
- **Where you can help:** We still need to increase the number of mentors - suggestions welcome. If any board member would like to participate in the Mentor training (4 sessions of 1 hour, most likely fortnightly on Wednesdays at noon Eastern) please mail me directly.

7) Web Site Changes + encouraging vignettes
- The first tranche of vignettes were made accessible from the landing page of apereo.org during December. A slide carousel is being prepared, and a further appeal for vignettes being made via the newsletter.
- **Where you can help:** Encourage submission of further vignettes

8) ATLAS Volunteers required
- Volunteers are required for the ATLAS review process. An appeal will be issued via the newsletter/web site.
- **Where you can help:** Please encourage contacts to consider volunteering

9) EDUCAUSE Student Success Analytics Constituent Group
- I have been nominated to serve on the Steering Group of the EDUCAUSE Student Success Analytics Constituent Group. An election will be held at the end of January. The group can be joined at
https://www.educause.edu/discuss/student-success-analytics-constituent-group
- **Where you can help:** Voting, and encouraging voting

Information Items

Upcoming Events

- w/o 29 Jan 2018 - EDUCAUSE Learning Initiative Conference, New Orleans, USA

- 20th-24th January 2018 - Sakai Camp, Orlando, Florida, USA

- 6th February - Apereo/ESUP-Portail Event, l'Université Paris Descartes, Paris, France

- 14th-16th February - Opencast Summit, University of Vienna, Austria

- 15-16th February - Spanish Sakai Meeting, Lleida, Spain

- 28th February - Ja-Sakai Conference, Nagoya University, Japan

- 5th-9th March - LAK 2018 including LAK Hackathon, University of Sydney, New South Wales, Australia

- 27th-28th March - (also possibly developer event 26th) March - Xerte Meeting, Venue TBC, possibly Nottingham, UK

- 8th-9th May - Apereo Africa, North West University, Potchefstroom Campus, Republic of South Africa

- 3rd-7th June - Open Apereo 2018, Montreal, Quebec, Canada

- 24th-26th July - 2018 Annual Sakai LAMP Camp. Pedagogy and Technology Conference, USA

- Apereo Webinars: https://www.apereo.org/content/apereo-events
- **More events** will be listed at https://www.apereo.org/events

Pending Action Items

[Note: Recently completed Action Items are in **Brown** and will be removed in the next iteration of the Board Minutes. Changes and updates are in **Red** through subsequent Board meeting following the change.]

1. **Additional Position Discussion (21 January 2014)**
   - ***Tabled subject to available finances***
   - Primary thinking is a "community manager" to focus on growing existing communities (regional and others) and facilitating new communities.

2. **Inbound licensing**
   - Discussion tabled in Oct. and Nov. needs to be brought forward to completion

3. **Major Institutional Issues:**
   - Open discussion on the major challenges currently facing each of our institutions
   - *Tabled from May meeting due to time constraints*