SDDI
Software Developer Diversity and Inclusion

Formation/Steering Committee Meeting

January 23, 2023

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SDDI Infrastructure

sddiproject.org

Website

lists.sddiproject.org

Mailing Lists

github.com/sddiproject

Working Group collaboration
Steering Committee materials
Project resources

Agenda
(all times US Eastern Time)

- Review Working Group status

- Plan for Steering Committee

  - Role of the Steering Committee

  - Actions once Steering Committee is formed

    - Chairperson Election

    - Working Group formation processes

- Next meeting cadence

Review Working Group status

Initial planned working groups from last meeting

- Neurodiversity (Cynthia/Andrew Begel)

- Past/current/future assessment - look at practice (start with a single group to outline, then think about alignment) - (Gloria/Georg/Karen/Bianca)

  - Needs Assessment with Human approach

  - What is currently being done in open source projects

  - Environment for these communities

  - Recommendations for projects

- Talent pipeline for diverse individuals (Megan Lehn/Andrew Begel)

Plan for Steering Committee

Role of the Steering Committee

From the SDDI Charter, section 2(g):

Responsibilities: The SC will be responsible for all aspects of oversight relating to the Project, which may include:

i. coordinating the direction of the Project;

ii. approving sub-project or system proposals (including, but not limited to, incubation, deprecation, and changes to a sub-project's scope);

iii. organizing sub-projects and removing sub-projects;

iv. creating sub-committees or working groups to focus on cross-subproject technical issues and requirements;

v. appointing representatives to work with other open source or open standards communities;

vi. establishing community norms, election procedures, workflows, issuing releases, and security issue reporting policies;

vii. approving and implementing policies and processes for contributing (to be published in the CONTRIBUTING file) and coordinating with the series manager of the Project (as provided for in the Series Agreement, the "Series Manager") to resolve matters or concerns that may arise as set forth in Section 7 of this Charter;

viii. discussions, seeking consensus, and where necessary, voting on technical matters relating to the code base that affect multiple projects; and

ix. coordinating any marketing, events, or communications regarding the Project.

Forming the Steering Committee

From the SDDI Charter, section 2(b):

The SC voting members are elected from the initial project members. The SC may choose an alternative approach for determining the voting members of the SC, and any such alternative approach will be documented in the CONTRIBUTING file. Any meetings of the Steering Committee are intended to be open to the public, and can be conducted electronically, via teleconference, or in person.

DISCUSS: How to select initial SC voting members, initial term.

Once we have a steering committee.

1) Elect a chairperson

From the SDDI Charter, section 2(f):

The SC may elect a SC Chair, who will preside over meetings of the SC and will serve one term of 1 year until a replacement is elected.

2) Formalize and document working group proposal process and lifecycle

Next meeting cadence

Next meeting plan

Next meeting will be the kickoff for the Steering Committee. Agenda to include:

- Review role of the Steering Committee
- Elect chairperson
- Outline working group proposal process and lifecycle

DISCUSS: Cadence for meetings, day of week and time.