

uPortal Ecosystem Intake Process

Shortlink: <https://goo.gl/RbK1Y5>

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This is an intake process for sub-projects that are intended to be part of the greater uPortal Ecosystem. By virtue of being a sub-project, certain stipulations are accepted that allow this process to be easier and more expedient yet still conform with the greater [Apereo Incubation Process](#). This makes it easier for organizations and individuals to collaborate on more new projects in the context of Apereo and the greater uPortal Community. Potential adopters and contributors should be able to easily see what projects are ready for adoption, what projects are in development and being actively collaborated on, and what projects are no longer active.

A project may be suitable for intake if its participants intend it to be part of the uPortal Ecosystem, intend that it be licensed under Apache 2 or other compatible license, and hope that others will engage with the project. Note that while it is desirable that the code be licensed under Apache 2 upon intake, it is not required until exiting.

Submit a project for intake by posting on [uPortal-dev](#) with

- A proposed name for the project, together with a brief explanation of why the project wishes to be part of the uPortal Ecosystem
- A project readme
- A proposed Project Lead with contact information
- A list of the initial committers for the Project; these committers MUST be Apereo [ICLA signatories](#)
- A pointer to any existing resources that may be of interest to and accessible by reviewers

Any uPortal Committer can accept the contribution. A Committer taking this action must 1) state their intention to accept it as a sub-project on [uPortal-dev](#), 2) wait 72 hours to allow other review and potential voicing of concerns, 3) execute the repo bootstrapping in <https://github.com/uportal-contrib>. The uPortal Committer bootstrapping the repo will ensure that the new repo has a COMMITTERS.md file clearly documenting the [ICLA signatory committers](#) for the project.

Any uPortal Committer can -1 VETO a contrib proposal and that veto must be justified. A Committer might veto e.g. to delay intake of a contribution with red flags as to provenance.

Upon intake, the committers and others interested in the sub-project are encouraged to use [uPortal-dev](#) and [uPortal-user](#) to further discuss and develop the project. The project should not make any official releases until the code is properly licensed. Any new committers must be be Apereo ICLA signatories. The project lead will report to uPSC minimally on an annual basis regarding the status of the project.

A project can become an official uPortal sub-project by a vote of the uPortal Steering Committee. Candidate projects must meet all [Apereo incubation exit criteria](#). Official sub-projects move to <https://github.com/uportal-project>. On the other hand, sub-projects that cease to show activity may move from contrib to the attic and can re-enter the intake process at a later point if interest and activity returns.