

# Component Maintenance Working Group

Meeting for 02/27/18

## Attendees

- Trey Pendragon (Princeton University Library)
- Bess Sadler (DCE)
- Tom Johnson (DCE)
- Jon Cameron (Indiana University)
- Ben Armintor (Columbia University)
- Julie Allinson (CoSector at U. London)
- Noah Botimer (U. Michigan)
- James Griffin (Princeton)

## Agenda Items

### Process for Component Deprecation

- Sadler put in PR for proposed wording for component deprecation
- <https://github.com/samvera/samvera.github.io/pull/206>
- Can be updated later when a recommendation is issued regarding the process for ongoing maintenance

### Samvera Governance Working Group

- Component Council
- Anna Headley and Pendragon discussed this
  - Clarified that this Council is a meeting of product owners
  - Permits collaboration upon roadmaps
- Phase 2
  - Product owners scope issues for implementation
  - We are not responsible for writing the charter for the Council
  - We still must write the charter for Phase 2
  - Phase 2 of this WG will mean that we talk with the Council frequently
  - If they meet monthly, this could set constraints upon scheduling sprints

## Remaining Deliverables

- Phase 2 Charter
- Asking members to be product owners
- Measurement of and process for determining the usage of Samvera Components

## Charter for Phase 2

[https://docs.google.com/document/d/13FXhC8fMu0L\\_sYipyIIR1coXLmJ0hYvMhdJsP9XSR6Y/e/dit](https://docs.google.com/document/d/13FXhC8fMu0L_sYipyIIR1coXLmJ0hYvMhdJsP9XSR6Y/e/dit)

## Scope and Objective

- Sadler
  - Ongoing maintenance of identified core components in the core community
- Pendragon
  - Plan sprints and communication with product owners
  - Identify which components they are going to undertake during Phase 2?
- Sadler
  - Identify the place where we identify which components we are maintaining in Phase 2
- Armintor
  - Wiki Page (which is a deliverable for Phase 1)
- Sadler
  - samvera.github.io Pages may be a viable alternative
  - Restricts changes to Pull Requests
- Armintor
  - Agrees with the proposal
  - Approving a PR then ties users to committing to supporting core components
  - Creating a new repository in samvera-labs?
- Pendragon
  - Should create a new Page on samvera.github.io
    - <https://github.com/samvera/samvera.github.io>

## Deliverables & Timeframe

- Pendragon
  - Commitment to this group determines the labor capacity for the WG
  - What is a reasonable commitment time?
- Sadler
  - Not enough information in producing an accurate estimate
  - More interested in tracking how much time is consumed outright

- Then can determine if we need to ask for help (and specifically, what type of help)
- Pendragon
  - Want to clarify what type of support interested parties will need if they want to join the Component Maintenance WG
- Sadler
  - Hours per week might be reasonable, but it's usually difficult to secure commitments regarding hours
- Armintor
  - There are ways to sketch out more contained work...
  - The responsibilities of this WG are not arbitrary maintenance of the Gems
  - If a new Ruby is released, a sprint for this WG might be scheduled to update test suites in community Gems
- Pendragon
  - Scope of WG within the timeframe of the first iteration
  - Partner's Meeting in LDCX 2018 until Samvera Connect 2018
- Sadler
  - This is just for a time-limited experiment, correct?
- Pendragon
  - Yes, can review if it worked, and then recharter after identifying where it failed
- Armintor
  - Samvera Connect is the natural event to outline where things went after the last two iterations
  - LDCX has more limited attendance, might be appropriate to report back
  - Report on under-resourced members, request more resources
  - Samvera Connect is where the WG would be reconstituted
- Pendragon
  - First 6 Months
  - (Add real dates later)
  - Priorities for Phase 2
  - Make the things in the Samvera Organization \*deserve\* to be there
- Armintor
  - Agrees, maybe move some components to deprecated
- Pendragon
  - (Clarifies that many components don't have version 1.0, don't have proper coverage...)
  - Also, should promote components which already meet the requirements for promotion from samvera-labs Organization
  - Ensure that they meet these requirements
  - **Clarifies that this is Phase 2 not going to include new feature implementation**
  - (Armintor ensured that there was consensus on this point)
- Sadler

- **Respond to any security alerts**
- This is a crucial role for the WG

## Meeting Times & Communication Channels

- Pendragon
  - How often does the WG meet?
  - Proposes weekly meetings
- Sadler and Armintor
  - Agrees
- Armintor
  - Also, announce the agenda before the meeting, and offer a cancellation policy
- Pendragon
  - Johnson and Pendragon offer to chair these meetings
  - Leave it to the WG to determine how often they want to sprint
- Armintor
  - Probably a baseline of at least one prior to the next checkin
  - (This enables members to report out)
- Pendragon
  - At least three seems reasonable (once every two months)
- Armintor
  - If they have three sprints, demonstrates that this process is working well
- Pendragon
  - Wants to ensure that this is clear to all interested parties who sign up
  - Regarding a list of core components...
  - Using the Core Component Spreadsheet
    - [https://docs.google.com/spreadsheets/d/1lICaXpwzxSFPB\\_G7k4jzUiPMTmT5OuIUQKtF0jSYqvM/edit#gid=0](https://docs.google.com/spreadsheets/d/1lICaXpwzxSFPB_G7k4jzUiPMTmT5OuIUQKtF0jSYqvM/edit#gid=0)
  - Every item with a number and a priority
  - **Allinson will offer the PR on samvera.github.io**

## Measure and Process for Determining the Usage for Samvera Components

- Armintor
  - Script developed which looked for Blacklight and repositories by browsing blacklight project repositories and looking for Capistrano files
  - Take the partner list, see if it can be matched for a GitHub repository
  - See if dependencies can be determined from the Gemfile
  - **Will attempt this, but will consume longer than one week**
- Pendragon
  - Part of this is that the matrix should just be a permanent thing

- Sadler
  - Tracks ongoing progress for the components
- Armintor
  - Spreadsheet needs to be maintained as a prerequisite for the sprints held by this WG
  - Ultimately, the Council might be approached with maintaining this
- Pendragon
  - Identifying the things not in Samvera Organizations but core to our infrastructure
  - How would we do that?
  - Are these core components (as defined by the work which would be undertaken in Phase 2)?
- Sadler
  - Let's try to approach Phase 2 with the Samvera/Samvera-Labs components first
- Allinson
  - Dependency graph will be the best way to identify non-Samvera components
- Armintor
  - This will also be good material for Phase 2 report outs for "lessons learned"
  - Trying to undertake this maintenance will provide us with the opportunity to identify tension points in the process

## Identifying Product Owners

- Pendragon
  - Needs to finish Product Owners document and release it to the community
  - Send out call for product owners for each Gem in the organization and expectations for Product Owner
  - If nobody self-nominates, it gets the boot
- Sadler
  - Might make a second round
  - **Pendragon will finalize the draft for the requirements**
  - Then either approach Slack Channel or discuss this next week
  - Will proceed by offering it in Slack
- Sadler
  - Invites feedback within next 24 hours on <https://github.com/samvera/samvera.github.io/pull/206>

(Meeting adjourned)