Tasks

Who	What	When	Status
Mark, Arnout, David	Create first pass at questions we'd like to address through survey or other means	Feb 20	Done, WG now taking it on
Janemarie, Alex, Nathan	Create first pass at list of constituencies, lists, meetings, individuals we'd like to reach for their input	Feb 20	Done, WG now taking it on
David W	Ensure that the various kinds of risks associated with federation is represented in the questions doc.	Mar 6	Done, WG now taking it on
Dedra C	Add more constituencies to the list	Feb 25	Done
Judith B, Laura P, Lucy L	Add model questions that rise above the way things currently are -- Model questions: Excerpt from Scenario Planning in Organizations re "the seven questions", page 22 of Scenario planning:strategic interviews and conversations, slide 7 of this presentation	Mar 20	See here
Lucy L	Add substance from LEARN slides into the questions doc	Mar 6	Done
Alex S	First pass at logistics https://docs.google.com/document/d/11tr PGfpcVrfBY2gHK7KL_WzPb1gdH2s8Nrx 7bkz5Z-Q/edit		Done
Tom B	Do we need to register for TNC19 to attend the working group meeting?	Mar 20	No registration needed for side meetings like this
Tom B	If needed, could arrange contacts with organizations that chose to drop from InCommon	Apr 2	Table of terminations and reasons why
Tom	Draft survey instrument based on interview questions, and draft message inviting people to take it	Mar 26	Draft survey
Judith, Laura,	Revise/resolve remaining questions		

| Lucy | about [Interview](#) gdoc | | |

Wednesday, April 3, 2019

Attending: Tom B, Lucy L, David B, Alan B, David W, Arnout T, Shannon R, Nick R, Judith B, Albert W, Alan Buxey, Mark Scheible, Thilina Pathirana, Dedra C

Regrets: Laura P, Chris W, Janemarie D

Agenda
1. Registration for the f2f
   a. Room seats 60, but we'll cap at 25. Seem about right?
   b. Who here is going? We'll put you on the list. (see below)
   c. Others we wish to invite?
   d. Remaining slots by sending registration invitation to Fed2 list
   e. Hold one or two slots for anyone at REFEDS/TNC meeting that forgot?
2. [Feedback on draft survey/interview questions](#)
   a. The [draft survey](#), for reference. Make changes?
3. Review tasks
4. Review the [list of potential survey invitees](#)
   a. Whether or how to reach out to people in communities outside of our collective professional network
   b. Which ones to focus on
5. Next steps
6. Other business

Notes
1. Registrations capped at 25
   a. I WILL BE IN TALLINN
      i. Judith Bush
      ii. Tom Barton
      iii. Lucy Lynch
      iv. Arnout Terpstra
      v. Alan Buxey
      vi. Albert Wu
      vii. Nick Roy
      viii. Laura P
      ix. Chris W - probably
      x. (Janemarie being asked directly)

      xi.   Dedra Chamberlin
- b. Will not (regrets): S. Roddy, David Walker, Thilina Pathirana
- c. Others to invite
    - i. Roland Hedberg - Tom
    - ii. Someone(s) from AARC (AuthN & AuthZ for Research and Collaboration, a workgroup that has been engaged for 4 years,), - Arnout Terpstra
    - iii. Heather Flannigan - Tom/JEB
    - iv. Nichole Harris- Tom/JEB
    - v. Some people like Maria Hall from Sunet, Ann West from InCommon….?
    - vi. Funder community? Kevin of NSF (was there last year)?
    - vii. Chris Atherton - Nick
    - viii. Scott Koranda from Ligo -Nick
    - ix. Jim Basney- Nick
    - x. Rainer Hoerbe -Nick
    - xi. Mike Tartakovsky (NIH) - Nick
2. [Feedback on draft survey/interview questions](#) document contains the summary of email feedback
    - a. High level vs more detail, open vs specific seems to have converged on high level and open.
    - b. Arnout gave feedback this morning by email (see doc) but found the questions hard to figure out "what we are looking for" and David Walker sees them as too hard as well.
    - c. What about convening focus groups? From constituencies. This would get a discussion with explanation.
    - d. We also have been discussing interviews.
    - e. Do want to start the survey with some demographic questions (warm up)? We do have some
    - f. Lucy suggests being more clear in the intro text that we are looking for framing text perhaps pulling in the top matter from the interview
        - i. Why are we asking and what are we doing with it?
    - g. Who should be answering? They are general questions so being more clear about the intention will help the different audience
    - h. Improved text suggestions (see document)
        - i. First question change accepted
        - ii. " best possible context " -- ecosystem? Setting? Leveling up to the nature of the work of r&e: want a question that could elicit "banquet seating in the classroom" not necessarily == what about getting multiple answers? **desirable settings** (leave out superlative)
        - iii. "Most threatening" … connect to previous question… Is threatening still a good phrasing?
        - iv. What about the "value of how it's **conducted**" for the "values" question.
        - v. Time traveler, values how conducted, desirable settings, fear, …

        vi.   Change competencies & functions; to practices, tools, organizations & infrastructure …

        vii.   "The system" question reworded for more elegance

    i.   Stuck places seem to have been addressed!

3. Review tasks - see above
   a. Groups that left federations -- are they interested in participating with the survey? Arnout may add to the list
   b. Keeping certs, HSM, and other technologies of trust in mind when building the scenarios is important
4. Looking at the list of invitees -- how do we actually handle this logistically? To send messages/survey invitations? Where do we focus our energy?