

OASIS S-RAMP TC – Minutes – 2010/12/14

Agenda:

<http://www.oasis-open.org/apps/org/workgroup/s-ramp/email/archives/201101/msg00000.html>

Role call and assignment of minute taker:

John Colgrave was Secretary and took minutes

Meeting Attendance Report

Yes means attended; **No** means did not attend; * indicates meeting achieved quorum

Company	Name	#	2011-01-05*
WSO2*	Fernando, Senaka	1	Yes
WSO2*	Fremantle, Paul	1	Yes
WebLayers, Inc.	Loewy, Guy	1	Yes
TIBCO Software Inc.	Johnson, Eric	1	Yes
Software AG, Inc.*	Fanshier, Steve	1	Yes
SOA Software Inc.	Gundavarapu, Pradeep	1	Yes
Red Hat	Hauch, Randall	1	Yes
Red Hat	Stam, Kurt	1	Yes
Individual	Janssen, Gershon	1	Yes
IBM	Brunssen, Vincent	1	Yes
IBM	Colgrave, John	1	Yes
IBM	Ings, Dave	1	Yes
IBM	Jordan, Diane	1	Yes
IBM	Smithson, Martin	1	Yes
Hewlett-Packard*	Pospisil, Radek	1	Yes
Active Endpoints, Inc.	Ganta, Suman	1	Yes
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Supplementary Notes:

- The next meeting will be January 5, 2011. A recurring meeting notice will be posted to the S-RAMP TC Calendar

Minutes:

John Colgrave: First item is approval of minutes of face-to-face meeting

John Colgrave: No objections to posted minutes, so they are approved

John Colgrave: Need to convert the two documents to an OASIS template, the editor of each document is requested to begin that conversion

John Colgrave: We decided to use Word as our format but this requires the production of specific templates by the OASIS staff as there is apparently no standard Word template provided by OASIS

Randall Hauch: OASIS document templates: <http://docs.oasis-open.org/templates/>

John Colgrave: Suggestion to use Word for its change-tracking capabilities, as long as we can produce the required final formats

John Colgrave: We will go through the process to get Word templates

John Colgrave: Discussion of the issues in the contributed issues document...

John Colgrave: Need to get the issues into the OASIS JIRA

John Colgrave: First issue is on representation of relationships

Senaka Fernando: here is the link to the document: http://www.oasis-open.org/apps/org/workgroup/s-ramp/download.php/40618/S-RAMP-Issues--FINAL_v1.0.pdf

John Colgrave: Vince suggested that he creates the JIRA entries and then we can assign ownership and have the detailed discussions

John Colgrave: Vince suggested omitting the step of e-mailing each issue to the mailing list as the document has been sent to the mailing list

John Colgrave: No objection so Vince will do that

John Colgrave: Original authors of the issues are encouraged to add to the description as necessary

John Colgrave: Discussion of the usage of the Action Items tab on the TC web page. JIRA is intended for the issues relating to the work products of the TC, the Action Items is better used for action items relating to the operation of the TC

John Colgrave: Vince will work with OASIS to get JIRA set up for this TC

John Colgrave: Question about the need to e-mail an issue description in addition to using JIRA to send e-mails automatically. At the face-to-face we left that as an optional step to cope with situations where access to JIRA is not available. If an issue is initially created in JIRA then we will rely on the e-mail that JIRA sends, it will not be necessary for the author of the issue to send an e-mail as well

Meeting Adjourned