

# Apereo Board Meeting Minutes: March 15, 2016

## Officers:

Chair: Jim Helwig

Treasurer: Charlie Leonhardt

Vice Chair: Lucy Appert

Secretary: Doug Johnson

Executive Director: Ian Dolphin

Called to Order: 0900 AM EDT

Adjourned: 1000 AM EDT

## ATTENDING

Lucy Appert

Ian Dolphin

Laura Gekeler

Mathilde Guerin

Jim Helwig

Shoji Kajita

Charlie Leonhardt

John Lewis

Alain Mayeur

Theresa Rowe

**Absence notices:** David Ackerman, Alan Berg, Tim Carroll

**Absent:** Susan Bramhall, Doug Johnson,<sup>1</sup> David Kahle, Russ Little, Andy Wasklewicz

## Approval of Minutes: 02/16/16

- No edits proposed
- Moved: Theresa Rowe                      Seconded: Laura Gekeler
  - **Approved**

## Finance

- Sakai will show deficit during the period of setting it up as a separate, restricted project. This is an expected stage in the process that is explained in ED's report.
- There has been a slowness in invoicing that reflects the move to a new dues structure. Work on collecting outstanding invoices will begin in the next two months.

## Budget Committee

- Draft budget that will require refining for next month's call by budget committee.
- Discussion of proposed new dues structure and implications for individual schools.

## uPortal Governance Change

- Goal is to make it more manageable to get participation on uPortal steering committee.
- Received enough votes to pass via email. The board has approved the change.
- This may be an appropriate review for other project.
- There will be solicitations now for candidates to serve on the uPortal governance committee. Let Jim know if you have a nominee.

## Election Plan

- Outlined in ED Report:
  - 30th March - announce process, call for nominations
  - 18th April - Nominations close
  - 25th April - Voting papers/proxy directions issued

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<sup>1</sup> Once again, thanks to all who contributed to taking Minutes in my absence! - dfj

- 23rd/24th May - AGM at Open Apereo, voting takes place
- There will be 4 seats up for election from expiring terms
- Because Doug Johnson is up for re-election, we will need to designate a returning officer for ballots; can be anyone serving on the board not up for re-election who will be attending the General Meeting in person.
- Jim Helwig is the last remaining appointed member and it is proposed that his term expire in one year, May 2017.
- No objections were offered, so the board will proceed with this plan.

### Executive Director's Report

- Members asked to note the strong activity in Opencast, South Africa, and Japan communities.
- Members also asked to note these two upcoming events:
  - ***i8n and Accessibility Online BOFs***
    - Tuesday 5th April 1100 US Eastern / 1600 UK / 1700 CET
  - ***All-Apereio Internationalisation BOF (led by Nico Matthijs, OAE Project)***
    - Tuesday 12th April 1100 US Eastern / 1600 UK / 1700 CET
    - All-Apereio Accessibility BOF (led by Matt Clare, Brock University)

### Project Dialogue: Tsugi

- Need for an app store model for learning tools that allows learning environment to have a minimal number of core features and expansion capability that allows for creativity. Ex: right now it takes 3.5 years to get a new threaded discussion into Sakai, but it would be great if it took a weekend.
- This approach would leverage IMS CASA protocols (Community App Store Architecture) to allow for a curated set of app stores; each university would have its own app store but would be able to trust other universities' app stores. The problem is the definition of what an app is. TSUGI's goal is to create a standard configuration file that developers can use as a foundation for their work, saving months of time.
- Will allow faculty to work across different LMS's and maintain the software that is focused on their chosen pedagogies.
- What's next? Refactoring the PHP version and create a NodeJS version for "professional" developers.
- By accepting this project into Apereo incubation, the Board has addressed the current needs. Looking ahead, Chuck would like to be able to accept philanthropic gifts to the project and be able to use the the funds to support staff resources and travel. The Board can consider whether or not Apereo is in a position to assist with this.

### Adjournment:

- Meeting adjourned at 10:15 AM (EDT)
- **Approved *nem con*.**

## Information Items

### Upcoming Events

- The SoLAR Learning Analytics and Knowledge Conference (LAK)
  - Edinburgh on April 25-29th.
  - Hackathon jointly organised by SoLAR, Jisc and Apereo.
- Open Summit/Open Apereo 2016: NYU, 23rd-25th May
  - Planning is proceeding: Call for Proposals issued;
  - Title/theme, "Open Apereo 2016 - 100% Open for Education" selected by the Planning Committee.
  - Red Hat have agreed to sponsor and support the Open Summit.
  - Calls for further support have been issue.
  - Public drive for further support and participation in planning will take off by the end of this week
- **Apereo Webinars:** <https://www.apereo.org/content/apereo-events>
- **More events** will be listed at <https://www.apereo.org/events>

## Pending Action Items

[Note: Recently completed Action Items are in **Brown** and will be removed in the next iteration of the Board Minutes. Changes and updates are in **Red** through subsequent Board meeting following the change.]

1. **Executive Director Performance Goals** (21 January 2014)
  - ED Performance Goals subsumed into Organisational Health Measures, subject of Board retreat in NYC in April, 2015
  - Ian will draw up a draft set of performance goals; these shall be a topic of conversation for a future meeting. Board will review, and Board Chair will approve the final set of goals. **[Discussed Feb. 2016]**
  
2. **Additional Position Discussion** (21 January 2014)
  - ***Tabled subject to available finance***
  - Primary thinking is a “community manager” to focus on growing existing communities (regional and others) and facilitating new communities.