SIG-SCOPE – Charter Text

version 1.0

Carlos Friaças
Head of RCTS CERT

FCT
Fundação para a Ciência e a Tecnologia
MINISTÉRIO DA CIÊNCIA, TECNOLOGIA E ENSINO SUPERIOR

FCCN
Computação
Científica Nacional

10 March 2016

Agenda

- **Context and principles**

- **Initiation**

- **Operations, composition, and roles**

- **Termination**

- **Resources and support**

- **Appendixes A & B**

Context and principles

1. GÉANT Special Interest Groups (SIGs) are established under the auspices of GÉANT in order to create an **open forum** where experts from its community **exchange information, knowledge, ideas and best practices** about specific technical or other areas of business **relevant to the research and education networking community**.

2. Motivations, aims and objectives:

The GÉANT SIG – Campus Best Practices & Sustainability is the successor of former Campus Best Practice and Green Team activities within since the GN3 project. The main topics covered by the new SIG would include, but would not be limited to:

- a. To facilitate knowledge exchange and collaboration between IT staff, with a focus on Campus issues and Green IT technologies;
- b. To enable the continued production of documentation regarding campus best practices and environmental sustainability;
- c. To foster face-to-face and online meetings, providing a breeding ground to discuss, elaborate and disseminate early thoughts, brought in by members of the research and education community that can evolve into best practice documents;
- d. To co-organize trainings (jointly with organizations requesting them), liaising at the same time with GÉANT training activities;
- e. To coordinate the revision of existing campus best practice and green team documents, on a need basis, encouraging document re-use.

3. The SIG will be known as **SIG-SCOPE (Sustainability, Community Practices Exchange)**.

Initiation

1. A GÉANT SIG can be initiated by any member of the GÉANT community based on the following conditions and steps:

- a. at least 3 NRENs or other organisations support the creation of the SIG and are willing to actively participate (see Appendix A);
- b. an initial Steering Committee (SC) of 3 to 5 individuals nominated by the supporting organisations is established by simple agreement of the requesting NRENs or other organisations (see Appendix A);
- c. the SC informs GÉANT about the creation of the SIG by submitting the detailed Charter document (see Appendix B);
- d. if GÉANT agrees, the new SIG has been created.

2. Once the SIG has been created, GÉANT will provide continuous support subject to yearly monitoring (also see IV.).

Operations, composition, and roles

1. A SIG is to keep the strengths and interests of the community, to continue **sharing and investigating within the spirit of openness and collaboration**.

2. A SIG should act as a **catalyst, organizing virtual and face-to-face meetings**, small workshops, training or BoFs co-located with other related group-meetings or relevant conferences.

3. Should the SIG produce any kind of **results**, these shall be **made available in the public domain**.

4. **Participation in a GÉANT SIG is open** to any clearly identified organisations or individuals, provided that the other SIG participants are sufficiently informed about their interest and intentions.

5. A SIG is collectively led by its SC (3 to 5 voluntary members) nominated by its participants and appointed by GÉANT for a two-year term of office that is interruptible and/or renewable (see Appendix A).

6. The SC is responsible for the business of the SIG. **The SC takes decisions primarily by consensus or by simple majority within the SC**. If a decision cannot be made, GÉANT is responsible for the decision.

7. The SC is also responsible for producing **brief annual reports to GÉANT about the progress of the SIG** according to the pre-defined yearly plan and Key Performance Indicators (see Appendix B).

Termination

1. A SIG has **no pre-defined mandate or expiration date**, but its support, subject to **yearly monitoring by GÉANT**, can be terminated if one of the following situations occurs:

- a. the SC has fewer than 3 members for a 3-month period;
- b. the SC collectively requests the termination of the SIG;
- c. the yearly assessment results are unsatisfactory;
- d. any of the SIG participants, subject to detailed investigation by GÉANT, explicitly requests the termination of the SIG;
- e. GÉANT decides to terminate the SIG.

2. **Appeals** by any of the SIG participants **can be submitted** to GÉANT; these shall be **resolved within 3 months**.

3. After detailed investigations of the aforementioned situations and potential appeals, the decision of GÉANT about the SIG support is final.

Resources and support

1. As long as the SIG is supported by GÉANT, GÉANT will provide the following services:
   - a. mailing list(s) and public web archive(s) under the geant.org domain;
   - b. maintenance of wiki page(s);
   - c. website - on request and as decided to be appropriate by GÉANT;
   - d. online survey tool - on request;
   - e. social media, news, and annual report coverage – on request and as decided to be appropriate by GÉANT;
   - f. translation services, in co-operation with the SIG members.

2. In the case of termination of GÉANT SIG support, the transition of services 1a), 1b), and 1c) to other providers is ensured by GÉANT.

3. **Official minutes keeping, AV recording or other archiving** is subject to discussion with the GÉANT employee assigned to support the SIG.

4. A **SIG has no dedicated budget** other than the expenses of GÉANT (detailed in 1.).

5. GÉANT may find internal or external funding sources (e.g., projects, commercial sponsors) to cover the expenses of SIG support, as appropriate.

Appendixes A & B

- Appendix A
  - List of Steering Committee members
  - List of Active SIG participants
- Appendix B
  - 1st year plans and KPIs
  - Proposal: (May 2016 - April 2017)

Planned achievements	KPIs	Report
Write and publish Best Practice Documents	<n> documents	Due end of April 2017
Hold trainings	<n>	Due end of April 2017
Sustainability plan & Manifesto	2 documents	Due end of April 2017
Organize workshops	1	Due end of April 2017
Write the yearly report	Yearly report	Due end of April 2017

Thank you

Any Questions?

cfriacas@fccn.pt

GÉANT
Networks · Services · People
www.geant.org