2019-09 Fall In-person Meeting

Dates: September 24 - 26, 2019

Location - UCSD Biomedical Library Events Room

Attendees:

- Sibyl Schaefer
- Brendan Quinn
- Bill Branan
- Longshou Situ
- Tom Wrobel
- Rosalyn Metz
- Jessica Hilt
- Andrew Diamond
- tamsin johnson
- David Minor
- Tim Marconi
- Michael Ritter
- Erin Glass (9/26)
- David Trujillo
- Kathryn Michaelis

Regrets:

- Collin Brittle
- Andrew Woods

Goals

- Incorporate community feedback into specifications
- Walkthrough tricky areas of specifications for more clarity and finalization
- Communicate solid idea of design
- Know what needs to happen moving forward

Shared Meeting notes for collaborative notetaking

Schedule

Sept. 24, 2019 - Tuesday

Time	Item	Who	Notes
8:30 AM	Breakfast		
9:00 AM	Housekeeping Introductions Review of the grant goals, deliverables, and meeting goals	Sibyl Schaefer	Hello again everyone! - bathrooms - catered lunch at 12:30 - HH on Wed.
9:20 AM	○ Problematic user stories exercise 　■ Write questions on the back, review as a group later 　■ Need to have some props - files, filegroups, errors 　■ Two people per story - one to act out story, one to record questions 　■ Spec owners are products 　■ Print out the problematic stories and assign them to people	Jessica Hilt	User stories worksheet
12:30 PM	Lunch		

Time	Item	Who	Notes
1:30 PM	Continue user stories exercise • Go over questions from first round		Outstanding issues: User story #12 question Community feedback - who does the delta comparison? What type of manifest is sent?
3:00 PM	Incorporation of community feedback		See: • Preservation Flow
	Spec Documentation formatting	Bill Branan	ReSpec? Other possibilities? Decision: use ReSpec. Spec developers will start to move into that format.
4:30 PM	Adjourn		

Sept 25, 2019 - Wednesday

Time	Item	Who	Notes
8:30 AM	Breakfast		
9:00 AM	If we walk out of the room, what do we need to succeed?	Sibyl Schaefer	Success= Finished spec by end of Oct. Designs by Nov. Discussion of "Finished"= 1) User stories met. 2) Backlogs for sprint cycles **could be** created for each piece of software 3) An understanding of how the software pieces fit together is presented, so if some new information is uncovered during a sprint, its potential ramifications on the system interactions as a whole can be identified and discussed. Do we need to extend the grant period? No-cost extension. Development time estimation for follow-up grant.
12:30 PM	Lunch		
1:30 PM	Unconference style - time in small groups. Bang out versioning, other tricky topics from Day 1		Possible topics: • OCFL • PubSub • Delta changes tracking • How is audit information stored? • Audit endpoint configuration • Brainstorming names • Generalization to other repositories • Generalization to other DDPs **Jessica Hilt : Wireframe grouping and hanging**
3:00 - 3:30	Report back from small group discussions		
3:30 - 4:00			
4:00 PM	Adjourn		
4:15	HH at the Faculty Lounge		Appetizers will be provided. Nom nom nom

Sept 26, 2019 - Thursday

Time	Item	Who	Notes
8:30 AM	Breakfast		note: Wireframes should be hung and grouped by now

9:00 - 12:30 AM	UI feedback exercise	David Trujillo	
	9-9:30 - David introduces groupings		
	9:30 - 11:00 - groups rotate through designs with sticky notes		
	11:00 - lunch - Jessica Hilt go through each one with whole group		
12:30 PM	Working lunch		Discussion of the schedule for the remainder of the grant.
			Nov 15 - Spec due for final Advisory board review
			Jan 15 - Comments due from Advisory Board
			Feb 28 - Comments integrated into final specifications
			March 30 - Final report and deliverables due to Mellon
			Assign any outstanding items.
1:00 PM	Adjourn		

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