


# Governance Discussion OR14

DRAFT DSpace Governance Model 2014

 This was a rough draft DSpace Governance model as of spring 2014. For current information on DSpace Governance, please see [Project Governance](#).

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## Governance Diagram

## Governance Roles

### DSpace Steering Group

The [DSpace Steering Group](#) provides leadership and sets strategic direction for DSpace software. They oversee project operations and recommend annual budget allocations.

*Primary Responsibilities:*

- Provide leadership and strategic guidance for DSpace software
- Recommend annual budget allocations
- Present key decisions to the Leadership Group
- Raise funding and other resources on behalf of DSpace

*Meeting Frequency:* Monthly phone meetings

*Group Participants (6-15 individuals):*

- Steering Group is nominated and elected by the DSpace Leadership Group
- Participants have a set term limit (2 years)
- Any DSpace Member or Registered Service Provider may be elected to the Steering Group
- Ex-officio participants:
  - Chair of DSpace Product Planning Group (i.e. DSpace Product Manager, once hired)
  - Chair of DSpace Technology Advisory Group (i.e. DSpace Technical Lead)
  - Chair of DSpace Community Advisory Team

### DSpace Leadership Group

The DSpace Leadership Group approves the overall priorities and strategic direction of the project.

*Primary Responsibilities:*

- Approves priorities and strategic direction (as presented by Steering Group)
- Approves annual budget allocation decisions
- Approves strategic product roadmap decisions
- Approves strategic community direction decisions
- Nominates and elects Steering Group members
- Votes on key decisions presented by the Steering Group

*Meeting Frequency:* Annually at DuraSpace Summit (March). Up to 3 other phone calls per year, based on whether there are key decisions or proposals to review.

*Group Participants:*

- The Leadership Group is a subset of the overall DSpace Members, selected based on their level of contribution to DSpace.
  - Any institutional member that contributes at least \$10K annually to DSpace is guaranteed one seat on the Leadership Group
  - Any institutional member that contributes at least 0.5 FTE in-kind developers to DSpace is guaranteed one seat on the Leadership Group
  - 4 participants are elected from all institutions that contribute at least \$5K annually to DSpace.
  - 2 participants are elected from all institutions that contribute at least \$2.5K annually to DSpace
  - 1 participant is elected from all institutions that contribute at a discounted Bronze level (\$250 discounted membership for economies in transition and developing economies, as decided by the United Nation's World Economic Situation and Prospects report)
  - Nominations for elections are made by DuraSpace

## DSpace Project Members

*Primary Responsibilities:*

- Members are not directly involved with decisions regarding the DSpace platform. However, they may provide their feedback via member-directed surveys or similar
- Any Member may be nominated and elected to the DSpace Steering Group. However only the Leadership Group can vote on nominations
- As Members are providing funding to DSpace, their use cases and feature requests may be prioritized over non-Member institutions

*Meeting Frequency:* This group does not have official meetings. However, they are invited to attend the DuraSpace Summit (March).

*Group Participants:*

- Any institution which has chosen to become a [Member of DuraSpace](#) and has targeted at least a portion of their membership dues towards DSpace.

## DSpace Committers

[DSpace Committers](#) have primary control over the code and is also the primary support team for DSpace. They are a meritocracy (members are added from the community based on merit).

*Primary Responsibilities:*

- Maintain the codebase; Committers are the only individuals who can actively change/commit to the codebase
- Review all code contributions/changes to ensure stability, etc (see [Code Contribution Guidelines](#))
- Merge/accept community code contributions
- Help to resolve bugs or security issues within codebase
- Help to provide ongoing support to community developers and users (via IRC, mailing lists, etc.)
- Perform and manage new releases based on the Technical Roadmap (from the Technology Advisory Group)

*Meeting Frequency:* Weekly

*Group Participants (no limit on number of participants):*

- *Chair:* DSpace Technical Lead
- The Committers group is a meritocracy. Members are added from the pool of volunteer contributors based on merit. Anyone may be nominated for Committership. Only existing Committers may vote to add a nominated person to the Committers group. **For more information see [Committer Nominations](#).**

## Standing Working Groups

For additional information on how each of these Standing Working Groups will collaborate, please see the proposed [Product Planning Process](#).

## DSpace Product Planning Group

The DSpace Product Planning Group develops and maintains the DSpace Product Plan in conjunction with the DSpace Community Advisory Team (DCAT) and the Technology Advisory Group.

*Primary Responsibilities:*

- *Once per year:* Create / Refresh the DSpace Product Plan / Product Roadmap and present to Steering Group for approval
- *Every three years:* Refresh High Level Vision for DSpace (in conjunction with DCAT and Technology Advisory Group)

*Meeting Frequency:* Monthly? (Perhaps a few times a month during detailed planning phases)

*Group Participants (4-8 individuals)*

- *Chair:* DSpace Product Manager (*once hired*)
  - *Interim Chair:* DSpace Tech Lead?
- Ex-officio:
  - Chair of DSpace Technology Advisory Group (DSpace Tech Lead)
  - Chair of DSpace Community Advisory Team
- Participants are selected from and by the DSpace Community Advisory Team and DSpace Technology Advisory Group
- Ideally, participants should be from various backgrounds in order to ensure diverse representation (larger vs small institutions, from various countries around the world).

## DSpace Community Advisory Team (DCAT)

The [DSpace Community Advisory Team](#) represents the interests of repository managers and administrators across the globe, and indirectly, DSpace end users. DCAT plays a user advisory role with Committers, Steering Group and Technology Advisory Group. They help to gather and maintain a list of product use cases from the user community, which help to inform the Product Plan.

The DCAT chair is an elected member of the community.

*Primary Responsibilities:*

- Advisory role to Committers, Steering Committee and Technology Advisory Group on any topics related to repository management and use cases
- Survey the DSpace community to solicit comments and suggestions on recent developments in the software
- Champion particular feature requests or bug reports
- Gather use cases to help inform the Product Plan
- Share knowledge and best practices on user mailing lists

*Meeting Frequency:* Monthly

*Group Participants (no limit on number of participants):*

- DCAT members are primarily individuals who function as DSpace repository managers at their institution
- All members have an interest in advancing the development of the DSpace software and expanding the user community
- DCAT aims to have representatives across the globe in order to provide broad support to the DSpace user community
- Anyone in the community may choose to join DCAT

**The new charge *is now in place*.**

## DSpace Technology Advisory Group

The DSpace Technology Advisory Group advises all groups on DSpace technology and architectural decisions. They help to research and/or prototype various implementation options, and recommend the "best of class" for implementation.

*Primary Responsibilities:*

- *Once per year:* Refresh the Implementation Plan / Technical Roadmap for upcoming release(s) based on Product Plan
  - Work with the Committers group to schedule & plan upcoming releases based on Technical Roadmap
- Advise on technical implementation/architecture options based on prioritized use cases (from DCAT) and/or the proposed product plan (from Product Planning Group).
- Help lead or organize the analysis, researching and/or prototyping of specific technical implementation options (in order to provide input/advice to Product Planning Group and Steering Group on available paths forward).
- In some cases, participants may help lead or organize implementation teams (of Committers and/or donated developers) to add specific features into DSpace

*Meeting Frequency:* Monthly? (Perhaps a few times a month during detailed analysis phases)

*Group Participants (4-8 individuals):*

- Chair: DSpace Technical Lead
- Participants are selected from the Committers group by the Technical Lead and the Committers.
- Community Contributors (non-Committers) may be selected to this group by a vote of the Committers.

## Governance Group Collaboration

For an overview of how the groups defined above will collaborate, also see the rough draft of the companion page [Product Planning Process](#).