GitHub Configuration for IETF Working Groups

draft-cooper-wugh-github-wg-configuration

Goal

Get agreement on a set of administrative processes and conventions to have available for IETF working groups to use if they chose to use GitHub to facilitate their work.

Non-goal

Decide every implementation detail or how much to automate.

Administrative processes and conventions

1. Creating a GitHub organization for a WG
2. Creating a document repository
3. Backing up and archiving
4. Migrating an existing organization
5. Handling WG personnel changes
6. Closing a WG

Creating a GitHub organization for a WG

- One org per WG
- Naming convention: ietf-<wgname>-wg
- Owners: secretariat, ADs in the WG's area, other responsible AD (if applicable)
- Administrator team: WG chairs, WG secretary (if applicable)
- Datatracker support for:
  - Org URL on WG datatracker page
  - Storage and discovery of GitHub identities (ticket)
  - Org auto-creation at charter time or any other time at chair's request
- Weekly activity digests sent to WG list? E.g., as in
  https://github.com/dontcallmedom/github-notify-ml

Creating a document repository

- Administrator of an ietf-<wgname>-wg org can request the creation of a new repo for a single document
- Collaborators: document authors
- Repo name: draft name
- Configured with a skeleton draft file, default CONTRIBUTING, LICENSE, and README files, and continuous integration support

Backing up and archiving

- Mirror every IETF working group repo to a repo of the same name on an IETF server
  - git fetch every hour? (Does not include issues or pull requests.)
  - Can use the GitHub API to fetch issues and pull requests
- Make mirrors publicly available

Migrating an existing organization

Take an existing organization and apply the properties discussed on slide 4 (name, owners, administrators, URL in datatracker)

Handling personnel changes

Personnel changes in an area or WG would be reflected in the relevant GitHub organization(s)

Closing a working group

- Remove team with administrator access
- Make secretariat the sole owner
- Update organization summary and repositories to indicate that the WG is closed