IT-1 Meeting 10-02-2018

Present: Sarah, Julie, Martin, Maria, Gavin (new member) and Alexander.

Minutes taken by Alexander

125 kr bag:

--- tech solution:

Martin has found the code for the fish bag. This can be renamed to a support bag easily after the meeting. Thus, the technical hindrances for the platform are solved.

--- communication around it:

Alexander has made an outline of issues which need to be communicated to people who want to learn more about the new type of membership.

Information for purchasers/indkøbere and kassemestre/department handouts needs to be added.

Departments need to be informed that

- kassemestre/hand out need to ask people which kind of subscription people have, when they come to collect the bags.
- that the new bag will be open for purchase in their department unless they state that they wish otherwise.

Existing members need to be informed about the new type of membership via the home page and that they have the possibility to change their membership. We should reestablish that volunteer membership requires one shift a month of approximately three hours. People can switch between membership types if there are periods when people do not have time to take a shift.

Make clear that this is a trial period and that problems may arise.

We decided, that the new bag type will be open to order on the 21st of February and available for pickup from the 7th of March.

 Maria and Alexander will take care of communication of the new bag.

Communication with the board – Sarah summarizes

The board is concerned that there is no one to validate the work on the platform as Martin is the only one who has technical insight regarding the architecture and code of the system. This makes it apprehensive regarding release of further money.

Gavin offers to validate the system and to be contact person to the board regarding release of funding for the platform. He thus has the task of being a technical adviser.

The board asked about the class taking resources from the development of the platform. Martin argues that in the long term we are better off educating people to develop the platform instead of Martin developing it alone. Thus, there will be more people to develop later phases on and hopefully people to maintain and develop once it is running.

- Update on development status: prelim phase and starting phase 1

Martin has been busy working on the course. Budget status has not been changed. There will be a small expense not exceeding 2000 kr. regarding purchase of a new server. Martin and the mapping group expect that pre phase and mapping will be done by March 1.

To define phase one we need mapping to be finished. We agree to meet at 11 am to 5 pm on the 25th of February to start define phase one.

Contact with the communication group

We will ask communication to help us search for more programmers. Alexander has prepared a flyer which needs modification, as we no longer need a technical adviser.

Maria and Alexander will contact communication regarding information about the new membership type.

Mapping of the new and old system.

Input from users: Sarah and Roland have collected a list of names at the latest coordination meeting of people from the departments and work groups who can come with input to the new design of the platform. These will be contacted when relevant. After phase 1.

The old system: The programming class amongst other Sarah have made a map of the existing site.

The information shift needs to be added to map.

Next step in mapping: Roles need to be clarified. Which functions should be accessible to different types of users. The mapping needs to be validated by other users.

Licence for the KBHFF website

It was decided by the programming group to adopt a general permissive license which means that it is open source and entails anyone using it must abide by the same standard.

https://docs.google.com/document/d/1BzgDaA2xGXhNJxzvIHDw_7Cu-mpEe3tqA6NMzF0y0EY/edit

Action points

Inform indkøb/shoppers and departments of the new bag type and what they need to be aware of. Contact communication with regards to announcing the new bag type to the public. (Alexander, Maria and Julie).

Forward flyer to communication asking programmers to join. (Alexander)

Inform the board about developments in the group (Sarah)

Finish pre-phase (Martin)

Finish mapping (Sarah and Julie) and validation (All) for preparation of phase 1 on the 25th of February.

Points for next agenda – 25th February from 11.00 to 17.00 at Think (Æbeløgade 4)

Status of assigned tasks

Wiki – what do we do with this, and membership information on it?

How do we collect the permission from members to store their data in practice?