

UCTrust Work Group Description - 2010

DRAFT - UCTrust Work Group - DRAFT

Charter

As described in [UCTrust University of California Identity Management Federation Service Description and Policies \(March 27, 2007\)](#), the UCTrust Work Group is chartered as a collaborative body within UCTrust's organizational structure, comprised of identity management professionals at all of UC's locations, as well as service providers that utilize UCTrust identity services. The group meets regularly for the following purposes:

- Discussion of technical, policy, and operational issues related to UCTrust. As appropriate, issues and recommendations are forwarded to UC's [Information Technology Leadership Council \(ITLC\)](#), UCTrust's governing board, for resolution and adoption.
- Discussion of design and implementation issues related to identity management for UC-wide and multi-campus applications.
- Discussion of technical, policy, and operational issues related to campus identity management systems with the goal of fostering effective identity management practices throughout UC.

The UCTrust Work Group partners with other ITLC subgroups in multiple areas. In particular,

- The [IT Architecture Group](#) is consulted for architectural issues related to technology.
- The [UC IT Policy and Security Officers Group](#) is consulted for issues of policy.

Governance

Membership

Each campus, UCOP, and LBNL has an official representative of their Credential Provider who participates in the UCTrust Work Group. This designated [Campus Contact](#) provides official campus input to decision making when needed. The group, however, is open to others, particularly Resource Providers, who may benefit from or contribute to discussions. UCTrust Work Group meetings often include multiple representatives from campus identity management teams. The group maintains a wiki at <https://spaces.ais.ucla.edu/display/uctrustwg/Home>.

ITLC reviews UCTrust membership annually to ensure the membership remains appropriate and up-to-date.

Co-Chairs

Two co-chairs are drawn from the UCTrust membership group and approved by consensus of that group. The co-chairs:

- Work with the ITLC-designated liaison to the UCTrust Work Group
- Convene and facilitate regular meetings of the UCTrust Work Group
- Work with all members to identify key agenda items
- Ensure significant issues are documented and discussed between UCTrust meetings
- Participate in national identity management forums, such as those sponsored by InCommon and Educause

Each year in May, the group discusses UCTrust leadership and solicits volunteers for the co-chair roles. The co-chair role is rotated as new volunteers emerge and as existing volunteers step down.

Meetings

The UCTrust Workgroup holds a conference call once every two months and meets face-to-face one or two times per year as travel budgets permit. Past Work Group agenda and minutes are documented on the [UCTrust Work Group wiki](#).