



JHOVE2: Next-Generation Architecture for Format-Aware Characterization

JHOVE2 Governance

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Status Draft



PORTICO



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Preface

JHOVE2 is a Java framework and application for next-generation format-aware characterization. Characterization is the process of examining a formatted digital source unit and automatically extracting or deriving representation information about that source unit that is indicative of its significant nature and useful for purposes of classification, analysis, and use. For more information, visit <http://jhove2.org>.

This document describes a framework for the continuing governance and maintenance of JHOVE2, as it moves out of its initial project phase and relies on a community-supported, open source model.

It is the expectation of the JHOVE2 team that this framework will undergo ongoing development and modification as the international JHOVE2 community of use increases both in size and in level of participation.

Acknowledgments

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Version History

| Version | Date | Notes |
|---------|------------|---------------------|
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JHOVE2 Governance

Overview

The continued success of the JHOVE2 application and framework, including sustainable maintenance and enhancement activities, is the collective responsibility of its stakeholder community. The members of that community fulfill a variety of important roles, each with its own set of privileges and responsibilities.

Roles and Responsibilities

User

A “*user*” is a member of the JHOVE2 community who downloads and uses the JHOVE2 code. JHOVE2 users contribute their questions, comments, and experiences to the JHOVE2 TechTalk listserv (JHOVE2-Techtalk-L@listserv.ucop.edu), and share their experience with other listserv participants. They can create and comment on issues on the JHOVE2 BitBucket issues page (<https://bitbucket.org/jhove2/main/issues>). Any member of the JHOVE2 community can be a user.

Users are responsible for ensuring that their use of JHOVE2 code and its supporting libraries is in conformance with the JHOVE2 license, and with the licenses of any supporting libraries used in the building and running of JHOVE2.

Contributor

A “*contributor*” is a user who contributes either documentation or code (e.g., bug fixes, enhancements, or new modules) for JHOVE2. Code development is done in a personal fork of the JHOVE2 *main* code repository. When ready for evaluation, a contribution must be announced on the JHOVE2 TechTalk-L listserv.

All code contributed to JHOVE2 must be contributed under the terms of the BSD license (<http://www.opensource.org/licenses/BSD-3-Clause>). Any contributed code which makes use of other code libraries must be contributed in conformance with the licensing terms of those libraries, including the submission of any required license text files. Documentation must be contributed under the terms of the Creative Commons Attribution-ShareAlike license (CC BY-SA 3.0; <http://creativecommons.org/licenses/by/3.0/>).

Committer

A “*committer*” is a contributor who has write permission on the *stage* and *main* code forks on the JHOVE2 BitBucket website (<https://bitbucket.org/jhove2/>). A committer has responsibility for participating in reviews of submitted code to verify its applicability, correctness, and adherence to JHOVE2 standards and practices, including accompaniment by documentation, if relevant, and for participating in the building and testing of releases. Commit decisions are made consensually by the committer’s group, with the degree of review and consultation determined by the intention, complexity, and scope of applicability of the proposed code change.

Committers are nominated and approved by other committers, subject to final approval by the JHOVE2 steering team. Committers who are nonresponsive in or abusive of their responsibilities may have their privileges revoked by the steering team.

Build Manager

A “*build manager*” is a committer who is responsible for merging all changes across contributor forks that have been approved for inclusion in a release. The merge is first done into the *stage* repository on the JHOVE2 BitBucket website for final unit, integration, and acceptance testing. If testing is successful, the changes are then merged into the *main* repository, which is used as source for the release. The build manager will create and deploy each new release to the JHOVE2 website. The build manager will also run and report on any available volume and/or integration tests.

For any given release, a mutually-agreed upon member of the committer’s group shall act as the build manager.

Steering Team Member

A “*steering team member*” is a committer responsible for maintaining the architectural integrity of the JHOVE2 application core framework, and for the ongoing control, continuity, and development of the JHOVE2 project.

Steering team members are responsible for developing the roadmap for the JHOVE2 project, and for determining release schedules.

Steering team members are representatives of institutions in the JHOVE2 community of use. Any given institution can be represented on the steering team by at most one individual.

The founding institutions of the JHOVE2 steering team are the original partners in the JHOVE2 development initiative:

- California Digital Library
- Portico
- Stanford University Library

New steering team member institutions are nominated and approved by current member institutions.

Advisory Team Member

An “advisory team member” is a representative from the JHOVE2 stakeholder community of use, including participants from memory institutions, projects, and vendors.

The founding JHOVE2 steering team members (see above) are also members of the JHOVE2 Advisory Team.

Advisory team members provide guidance on direction, expanding the community of participation and use, funding, and outreach opportunities.

Support

JHOVE2 maintains two listservs to support the JHOVE2 community.

The first is JHOVE2-Announce-L (JHOVE2-Announce-L@listserv.ucop.edu). This listserv is for public announcements of general interest.

The second is JHOVE2-Techtalk-L (JHOVE2-Techtalk-L@listserv.ucop.edu). This listserv is for technical discussion, error reports, and suggestions. Any member of the JHOVE2 community may subscribe to, and contribute to, this list.

To subscribe to either list, please send an email to listserv@ucop.edu with an empty subject line and a message body of:

```
SUB JHOVE2-ANNOUNCE-L <your-full-name>
```

or:

```
SUB JHOVE2-ANNOUNCE-L <your-full-name>
```

In addition, any member of the JHOVE2 community can add bug reports or enhancement requests to the JHOVE2 issues list on the BitBucket hosting site (<https://bitbucket.org/jhove2/main/issues>).

Decision-making Process

The JHOVE2 community seeks to maintain a transparent and inclusive decision-making process, intended to extend both the breadth and depth of community participation in the ongoing enrichment of the JHOVE2 application and framework.

The JHOVE2 steering team will seek to develop consensus around key policy and technical decisions.

Following the successful example of the Apache development community, the JHOVE2 community will make decisions to increase the responsibility (as defined by roles) of community members based on active participation and demonstrated commitment to:

- community involvement
- consensus decision-making
- open and transparent communications
- responsible oversight with deference to the community

Oversight

With the active participation by JHOVE2 users, contributors, and committers, the JHOVE2 steering team will work to ensure the architectural integrity of the JHOVE2 application core framework, and the continuity and development of the JHOVE2 project.

Steering team members will vote on adding institutions to the steering team. In such votes, each steering team member, representing an institution, will have one vote using a (-1, 0, +1) array of vote choices.

Committers will vote on nominations (whether from other committers, or from contributors themselves) to become committers. In such votes, each committer will have one vote, using a (-1, 0, +1) array of vote choices. A positive vote outcome will then be approved by the steering team members, with each having one vote using a (-1, 0, +1) array of vote choices.

Communication

To the extent possible, communication will be conducted on the JHOVE2 listservs.

Steering team and advisory team members may decide to confer periodically by conference call. Additionally, it might prove useful for committers and Steering Team members to confer via conference call to review outstanding issues before releases are built.

Contribution Process

Contributors, committers, and steering team members can contribute code to the JHOVE2 project.

Issue Tracking

For a change to go into the build, it must be tied to an issue in the Issues page of the JHOVE2 Bitbucket repository (<https://bitbucket.org/jhove2/main/issues>).

Any user can add an issue. Anyone adding or commenting on an issue is encouraged to provide supporting information, including, where possible, attaching sample files, stack traces, output, etc.

Any contributor or committer can assign an issue to him or herself, and can “de-duplicate” the issue list if one or more issues are found to be related. Any resolved issue should indicate which fork contains the code that resolves the issue, along with any associated tests and resources.

Release Management

Any contributor, committer, or steering team member can propose that a release be created and distributed. The steering team members will periodically review the issue list to determine if a sufficient number of resolutions are available to warrant a new release. A release request should be made on the JHOVE2-Techtalk-L listserv, along with the issue numbers from the JHOVE2 issues list that will be resolved by the release. Any materials to be released (including documentation) should conform to the Contribution Process described below.

All interested contributors, committers, and steering team members can participate in the review of code and documents to be released. Review comments should be posted to the JHOVE2-Techtalk-L listserv.

Those participating in the release should have at least two weeks to review pending changes. A member of the steering team will announce a date at which comments will be closed, after which committers and steering team members can vote on the components of the release.

Decisions on such issues as merges and on code and documentation changes will be made by consensus, in conformance with direction from steering team members.

Any committer may volunteer to be the build manager for a release. If there is no volunteer, the steering team will solicit for one via the JHOVE2-Techtalk-L listserv.

After the build manager builds the new release, s/he will announce its availability on both JHOVE2 listservs.

Requirements for a new format module

The release of a new format module must include, subject to qualifications notes below, the following artifacts:

- The module code itself (recommended package: `org.jhove2.module.format.<format>`).
- The format module specification document, based on the document templates at https://bitbucket.org/jhove2/main/wiki/Developer_Templates.
- The following configuration information:
 - Format-specific updates to the internationalizable “`jhove2_messages.properties`” file.
 - Default displayer properties settings for the module’s reportable properties.
 - Units of measure for reportable properties, if applicable.
 - Spring configuration file with settings for the format module, and for the format(s) and format profiles managed by that module.
- Unit tests.

- Rights statements and/or license agreements for any new supporting libraries used by the modules.
- Sample files for tests, if available and if their inclusion is not a violation of other intellectual property or licensing rights.

Contributors can find an architectural guide, a programmer's, a user's guide, instances of format module documentation, developer templates, and tutorial presentations on creating new format modules on the JHOVE2 Bitbucket Wiki page (<https://bitbucket.org/jhove2/main/wiki/Home>).

Requirements for other contributions

A contributor should review existing format module specification and architecture documents on the wiki. If code changes render that documentation out-of-date, then the contributor must submit updated versions of the affected documentation. The contributor should specify if the contributed code results in any impact on existing code

Contributed code should include unit tests to exercise new code. The contributor must ensure that all JHOVE2 unit tests continue to run "green".

Modifying this Framework

Any member of the JHOVE2 community can propose changes to this framework for the governance of JHOVE2.

Changes will be approved by votes of committers and the steering team.