Spec Committee Agenda November 6, 2019

Attendees (present in bold):
Kenji Kazumura - Fujitsu - Michael DeNicola, Jacques Durand
Dan Bandera - IBM - Kevin Sutter, Alasdair Nottingham
Bill Shannon - Oracle - Ed Bratt, Dmitry Kornilov
Mark Wareham - Payara - Steve Millidge
Scott Stark - Red Hat - Mark Little, Antoine Sabot-Durand
David Blevins - Tomitribe - Richard Monson-Haefel, Jean-Louis Monterio
Ivar Grimstad - PMC Representative
Alex Theedom - Participant Member
Werner Keil - Committer Member

Eclipse Foundation: Wayne Beaton, Tanja Obradovic, Paul Buck

Note: Quorum was not achieved on the October 30th call - voting was deferred to this call.

Past business / action items:
● Approval of the minutes from the October 9th meeting. Approved.
● Approval of the minutes from the October 16th meeting. Approved.

Note: Since quorum was not achieved on the October 30th meeting the meeting notes are not considered official minutes so there will be no approval of those notes.

Agenda
● Specification Committee to nominate and elect a chair:
  ○ Paul Buck is serving as the interim non-voting chair. From the Jakarta EE Working Group charter:
    “The Committee elects a chair who reports to the Steering Committee. This chair is elected among the members of the Committee. They will serve from April 1 to March 31 of each calendar year, or until their successor is elected and qualified, or as otherwise provided for in this Charter.”
  ○ Election for Specification Committee Chair
    ○ New call for nominations followed by a Committee vote provided a candidate is nominated. Ballot to follow, result determined by simple majority.
  ○ Paul Buck was nominated as the non-voting Chair of the Jakarta EE Specification Committee, his nomination was seconded, and Paul was elected by unanimous consent.
- Contributing and Jakartifying Specification Documents from the JCP:
  - Foundation provided a document prepared with guidance to the Specification Committee on releasing the full text specification documents to the spec projects. Options described in the immediately previous link. There is also a spreadsheet that indicates which spec documents are ready to be provided to the spec projects and which are not. Project teams to notify us as to what option selected on a per specification basis.
  - The Specification Committee has provided a documented set of steps to Jakartify the specification document which is to be made available to the spec projects.
  - Two additional specification documents are ready for deliver to specification project teams: Jakarta Expression Language and JSON Processing. Wayne will deliver these if there is no objection. Work continues on the remaining specification documents. No objection to the delivery of the specifications to specification project teams.
  - There is a tracking board.

- Action Items:
  - Deliver specification documents to spec projects and note the options in some way (Wayne)
  - Propose updated language to the Operations Guide that details service release process for PDF updates. (Scott) [For reference, see: https://eclipse-ee4j.github.io/jakartaee-platform/JCPProcesses ]

- Website updates for the Spec Committee. See this GitHub issue for background and to provide input.
  - Recommendation from WebDev team:
    - Spec committee submits a PR to the Jakarta.ee website with files in Hugo markdown format
    - Clone: git@github.com:jakartaee/jakarta.ee.git
    - Instructions for setting up a development are in the README.md
  - Note: Provide a link from WebDev to guidance for this approach. Wayne to do a demo in the next call. Wayne will work with the webdev team to update the README

- Action item for the Specification Committee:
  - Create a docs folder in the specification-committee repo for all files that are to be published on the website. For example, README.md, LICENSE and jakartaee-spec-committee.pub would stay in the root of the repository.
  - Standardize on the file format by choosing between .adoc and Hugo markdown for publishing content to the website.
  - Move content out of specification-committee repo and into the website - release docs per standard contribution process.
• **Note:** Jakarta EE Update Call next Wednesday 11/13 11:00 AM Eastern