EduCloud Alliance

EDUCLOUD ALLIANCE

Charter

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CONTENT

Background and objectives

EduCloud Alliance ("ECA") is an alliance for the implementation of an open educational cloud service standard, which has been initiated by the Finnish Ministry of Education and Culture. The project aims to develop a nation-level ecosystem focusing on international awareness, which connects the users, purchasers, developers and service providers of learning services by specifying an open standard for learning environments, materials and activities to facilitate the finding, acquisition, comparison and use of educational cloud service products and contents.

The aim of ECA is to:
- Promote the digitalisation and development of the education sector
- Promote cooperation in the spirit of openness in the education sector
- Participate in the development of educational systems
- Create prerequisites and promote the export of education, as well as operate as the door opener, if necessary, in international projects.
- Contribute to achieving national centralised user management and authentication
- Develop and guide national service architecture to support standardised services of the education sector
- Define the architecture of components included and supplementing ECA's standard, including the architecture of reference implementation
- Develop a reference implementation for the validation of the standard, for demo use and as a portal to actual trade locations and materials
- Bring the definition of ECA's standard to a level where the developer of the trade platform can produce a trade location in accordance with the standard, and the content of content producers works in all these trade locations
- Promote on its own behalf the production, internationalisation and business of commercial learning materials and educational services

The operating principle is that all the created solutions are equal and open to all, both commercial and non-profit, parties, and ECA shall not, in principle, limit their operations or the end users' right of freedom to make purchase decisions and acquisitions. Thus, ECA does not risk the freedom of business or the distribution of teaching materials.

Development work and reference implementation

ECA develops and maintains a reference implementation of the architecture of the open educational cloud service to verify the functionality, efficiency and objective consistency of the architecture. All the productions that have been independently developed by ECA concerning the open educational cloud service standard are licensed and publically offered under an open license determined by ECA's management team. ECA may allocate funds and/or resources for the development of the reference implementation's components and related documentation.

ECA may participate and contribute in other non-commercial projects, which directly promote the implementation of ECA's objectives and belong to the scope of the open educational cloud service standard and architecture produced by ECA (for example, accelerating the completion of certain projects, such as authentication). The source code and development framework managed by ECA is openly maintained at github.com/educloudalliance. Add-ons that do not belong to the reference implementation, but which are useful to ECA's members, can be included in the codebase produced by ECA, in such a way that they can be deployed on an optional basis as a separate add-on by the user organisation.

Licences and term of openness

ECA uses the [GPL v2 / LGPL v2 / MPL 2.0] license for the publication of the reference implementation and architecture definition's source code, as well as related documentation. Prior to the first delivery, ECA and the supplier shall sign a Contributor License Agreement. The Contributor License Agreement is supplier- and material-specific.

The Contributor License Agreement allows the supplier to implement changes and additions to the material defined in the agreement. The management team shall decide on the arrangement of a regular audit of the material managed by ECA, in order to ensure the compliance of copyrights and licenses, and to confirm the accuracy of the license map. The Coordinator for Open Source Technology is responsible for ensuring that ECA members are delivered the terms of open licenses and a summary of the main practical effects, for example, in terms of further

development and commercialisation, no later than 30 days before decision-making.

Inclusion of architectural components and source code

ECA shall approve contributions to the open educational cloud service standard and/or architecture with a separate contribution agreement. ECA prefers existing, pre-defined components, if the condition of openness is met. A Contributor License Agreement requires that ECA is able to publish the contributions under an open source code license. ECA does not require the transfer of copyrights for making contributions.

ECA's lead architect is responsible for the technical approval of the source code. The approval of contributions requires the suitability of the contribution to ECA's product development plan (ECA's roadmap), the signing of the contribution agreement and technical acceptability (architecture, quality, etc.). ECA's management team shall settle any possible disputes.

Tools

Tools concerning the reference implementation and documentation shall be selected from open and public tools. ECA's management team shall select the tools at the lead architect's proposal.

In development work, EduCloud Alliance shall, for example, use the following tools:
Management of requirements: JIRA [open]; Software requirements, features to be implemented and identified errors shall be entered in to the data system that is available to the previously mentioned parties, where they shall be visible to various parties.

Error log/bugtracker: At GitHub, each code storage/component has its own

Support material/wiki: At Github and EduCloud Portal
Integration testing: Jenkins

Organisation and roles

Membership

Parties that have signed the Accession Agreement and have paid the membership fee for the current period are considered to be ECA's members.

Management team

ECA's management team shall be responsible for ECA's decision-making to the extent that the decision is not the responsibility of the management team's chairman, the Coordinator for Open Source Technology or the lead architect. The management team shall specify ECA's annual objectives.

The management team consists of strategic members, the chairman appointed by the management team and the Coordinator for Open Source Technology, a representative selected from among the community members and the business and operational / edu / municipalities and cities and startup members invited by the management team. ECA's management teams shall appoint a chairman, a deputy chairman, a Coordinator for Open Source Technology, lead architect and other roles it deems necessary. The community members shall select a representative from among themselves to join the management team. The management team shall convene the necessary working groups by selecting a leader from among the strategic or the business and operational members, members or third parties, according to this priority order.

The working group consists of members or third parties. The working groups can be defining or implementing. The management team shall convene, upon the invitation of the chairman, or deputy chairman, when they deem it necessary or when at least half of the members of the management team demand so. The management team is convened with a 10-business day notice period. The final material to be reviewed by the management board shall be available no later than five business days before the meeting. The minutes of the management team's meetings are public. The management team has a quorum, when the chairman or deputy chairman as well as at least half of the members of the management team are present.

Chairman

The management team shall appoint a chairman. The chairman shall convene the management team, prepare the agenda after hearing ECA's participants, as well as chair the meetings. The management team shall also appoint a deputy chairman.

Coordinator for Open Source Technology

The Coordinator for Open Source Technology is responsible for ensuring that ECA's product development and the determination of the open educational cloud service standard comply with the principles of openness and good management, as well as good and open practices in terms of tools, the development model, data security and the publishing platform. The Coordinator for Open Source Technology shall operate as the community coordinator for the community, unless a separate community coordinator has been appointed. The Coordinator for Open Source Technology shall prepare the budget and report on its implementation at the management team's meetings. The budget reports are openly available, as is the rest of ECA's material. The Finnish Centre for Open Systems and Solutions - COSS, business ID 2447953-8, shall operate as the Coordinator for Open Source Technology.

The Coordinator for Open Source Technology shall propose a license to be used to the management team, which ECA's management team shall either approve or decline. Together with the proposal, the Coordinator for Open Source Technology shall deliver the terms of open licenses and a summary of the main practical effects, for example, in terms of further development and commercialisation, to ECA's management team prior to decision-making.

To achieve ECA's objectives, the Coordinator for Open Source Technology shall prepare the necessary agreements (employment agreements, orders) and operate as the ECA project's necessary legal person. The Coordinator for Open Source Technology is responsible for ensuring that all the work results of the lead architect and developers, as well any other assistants and subcontractors of the Group, are, without limitation, available to the Group under the selected license and that all copyrights and other intangible rights (incl. adaptation and transfer rights) to the work results of the lead architect and developers, and any other assistants and subcontractors of the Group, are transferred to ECA.

Lead architect

The lead architect is responsible for the technical approval of contributions. The lead architect is responsible for the architecture, technical solutions and quality control of the open educational

cloud service solution, as well as for the developers' qualitative management and supervision. The lead architect shall prepare ECA'S roadmap and feature list, which ECA's management team shall unanimously agree on. The lead architect maintains the license map of the overall architecture, which enables the reduction of risks, and the challenges and problems related to the compatibility of licenses.

Product manager

The product manager is responsible for the daily work of product management with the help of the lead architect. The product manager may use the development guidelines defined by ECA's management team to independently decide on the initiation of smaller development projects and the approval of changes as part of a product. The product manager shall report the approval of development projects and the progress of implementation to ECA's management team.

Members

The membership meeting shall approve changes to the membership fees of different membership types upon the proposal of the management team. ECA consists of the following members:

Strategic member

Strategic membership includes a place in the management team. The membership fee shall be determined each calendar year. This type of membership is primarily intended for enterprises, communities and authorities, to whose strategy ECA belongs to.

Business and operational member

Business and operational membership involves a place in the working groups, and priority in leading working groups. The membership fee shall be determined each calendar year. A business and operational member may be invited to the management team. This type of membership is aimed for enterprises and communities that benefit from ECA and are actively involved in developing it.

Community member

Upon application, ECA's management team may grant membership to organisations or persons that have contributed to ECA. The application is submitted to the chairman, who shall present it to the management team. A community member may be invited to participate in working groups. The community members shall vote one representative from among themselves to join the

management team.

Edu member

Edu membership is aimed for users, customer representatives and other stakeholders. Edu members are involved in determining ECA's objectives and piloting the productions and materials of ECA and its members. The membership fee shall be determined each calendar year. Edu membership may also be granted against a contribution to the open educational cloud service standard and/or architecture produced by ECA that is equivalent to the membership fee. An Edu member may be invited to participate in working groups.

Municipalities and cities

This membership is directed towards cities and municipalities that are interested in promoting the technology standards used in education and want to influence the overall development of educational technologies in Finland (incl. authentication, standards, information transfer across learning platforms, interoperability of contents). The membership fee shall be determined each calendar year. The municipality and city members may be invited to participate in working groups.

Startup member

The startup membership is aimed for startup companies that have operated less than 4 years that benefit from being a part of ECA, want to develop it further and be involved in international cooperation. The membership fee shall be determined each calendar year. The startup members may be invited to participate in working groups.

Accession

A member joins ECA by committing to this Accession Agreement and meeting the membership terms defined in this Agreement. An up-to-date register of the members is maintained.

Resignation

Members have the right to resign from ECA by informing ECA's management team or its chairman in writing, or by notifying their resignation in the protocol to be handled at the management team's meeting. The management team may dismiss a member from ECA, if the member has failed to pay an overdue membership fee or has otherwise not fulfilled its obligations which it has committed to upon joining ECA, and does not correct its practices within

30 days of ECA's chairman's written reminder, or has significantly damaged ECA with its actions within or outside ECA, or no longer meets the membership conditions set out in legislation or

the Accession Agreement.

Decision-making

ECA's management team shall make decisions on the basis of a majority vote. In case of a tie, the chairman's or deputy chairman's vote is decisive. Changes to the Charter require a ¾ majority at the member meeting.

Members of ECA's management team, and leaders of working groups, can raise issues via the chairman to be reviewed and decided on by the management team.

The chairman shall convene ECA's management team and prepare an agenda for the meetings after hearing ECA's participants.

Information

ECA's management team shall approve the material to be used in ECA's official information. The management team may appoint the responsibility of information to the chairman or appointed PR person. All ECA members have equal access to all ECA material. The accession agreements and the Charter are public, as are other ECA documents. The final productions of all ECA working groups are public.

Fundraising and use of funds

Working in the management team takes place at the personal expense of each participant. This does not exclude the fact that the parties may have funding from a third party to participate in the work. The work of the management team's chairman and lead architect is funded from

ECA's budget or through the participation of members.

ECA collects a membership fee, in accordance with the Accession Agreement, from its members. ECA may apply for external funding or support from the public or private sector for its development project or other ECA expenses.

By signing the Accession Agreement, the ECA member only commits to the expenses defined in the Accession Agreement.

Any profit or excess during the financial year shall be used for ECA's activities and development work.

The Coordinator for Open Source Technology shall prepare a budget and regularly report on its implementation at ECA's management team meetings. The budget reports are openly available, as is the rest of ECA's material. ECA's management team shall approve the budget.

Changes

This Charter may be reviewed as a decision of a 3/4 majority of the member meeting's votes.

Definition of terms

ECA Lead architect	Appointed by the management team. The lead architect shall lead architecture determination, approve contributions and prioritise technical requirements.
ECA management team	The management team shall appoint the lead architect, chairman, Coordinator for Open Source Technology and other roles that are considered necessary. The management team operates as ECA's senior decision-making body.
Contributor license document	ECA and the material-supplying party shall sign a Contributor license document prior to the first delivery of the supplying party being approved to ECA's material.
Accession agreement	An agreement, which defines ECA's membership.
ECA's product development plan	A document and/or tool view to a prioritised list of ECA's requirements and their related information on budget and schedule.
ECA's feature list	A document and/or tool view, which includes all ECA's requirements.
ECA's roadmap	A version of ECA's product development plan that has been approved by the management team.
Overall architecture's licence map	A list of all materials to be licensed that are in ECA's possession, and related licenses.