CCUF Management Group Meeting Minutes

Aug 29, 2018

# Attendees:

* \* Fiona Pattinson ‑ Atsec
* \* Kwangwoo Lee ‑ HP
* \* Matt Keller ‑ Corsec
* \* Michael Vogel ‑ Huawei
* \* Miguel Bañón ‑ Epoche & Espri
* Mike Grimm ‑ Microsoft
* \* Petra Manche ‑ Cisco
* David Martin ‑ NCSC

(\*) In attendance

# Agenda:

**General**

A rough [plan for CCUF activities](https://ccusersforum.onlyoffice.com/products/files/doceditor.aspx?fileid=5836797) has been produced as a guideline. This can be reviewed and updated by the management team.

## **Communications/Outreach**

* **Newsletter**

Action: Petra/Fiona to create a draft newsletter for review by Management Committee **-** Report: The newsletter was produced, No comments received from the management team, and was published.

Action: Next newsletter in late November/Early December (After ICCC/Workshops).

* **Blogs/ CC External resources**

Report: Kwangwoo has produced a spreadsheet that provides CC related external resources. Action: Kwangwoo asks for comments from Management team (before the member calls) and then will post on a CCUF Blog. Also to create a "sticky" place (eg in a forum) so that the document can be easily updated.

* **Liaisons**
  + **CCDB: (David Martin)  
    Report**DM was not in attendance
    - Status of Only Office
    - Causeway
    - CCDB to help remind NIAP to update the CC portal.
    - Would CCDB like to ask the CCUF any questions?

**Actions:**

* **CCUF: DM** Needs a CCUF position (UK is one year into a two year period.) - Ongoing (Will be discussed on CCUF calls and workshop.)
  + - CCDB: to help remind NIAP to update the CC portal.
    - CCDB: Would CCDB like to ask the CCUF any questions?

* + **ISO (Kwangwoo Lee)**  
    **Report:**   
    We have had confirmation from the ITTF that this liaison can be considered by WG3 in Norway.  
    **Action:**Kwangwoo will represent the CCUF in WG3 in Norway, and prepare a brief presentation of the CCUF and its activities for WG 3 delegates.
  + **ICCC/ICMC** Program committees  
      
    **Report:**   
    ICCC is finalizing the program, discussion on weekend activity (A tour or Amsterdam/ trip to Delft.) Dinner preparations are going well.  
    **Action:**   
    None
* **Membership Calls**

**Report:**

These are now organized: Two calls. in September 11th (North America) September 13th for EU/Asia. KCCUF have a face to face meeting (in Korean)

**Action:**   
Ensure to discuss ISO liaison, External resources, Causeway, Upcoming workshop on the calls.  
Organizers (PM/KL/MK) to send out reminders about the calls.

* [**CCUF website**](http://ccusersforum.org) **and** [**CCportal**](https://www.commoncriteriaportal.org/CCUF/) **updates**  
  **Report**:

CC Portal is missing several ICCC conferences.

**Action:**

Identify missing information and providing the info to NIAP so that the CC Portal can be updated and accurate. (MK (with a little help from his friends))

## **October CCUF Workshop**

**Report:**

* + Management  
    Mgmt group met on August 7th. Next call on September 4th  
    Actions assigned are being progressed. Agenda/Schedule
    - Registration
    - Schedule
    - CCDB Questions:   
      Note: CCDB have been asked if they would have questions to be answered by the CCUF.
  + 48 folks are currently registered.

**Action:**

Petra to send out to the CCUF members a draft of the schedule asap and no later 7th.

* **ICCC**
  + CCUF Presentation  
    Action: Fiona to prepare and send to CCUF-Mgmt for review by Mid September
  + CCUF Booth / Bags  
    Report: Mgmt group met on August 7th.
  + Action: Discuss this on September 4th

## **Collaboration Tools**

* **Only Office**

**Report:**

Management (members/storage/organization)

* + - Storage space used: 4.18
    - Number of active users: 851

An Open Source version of Only office hosted on Google is available at [http://54.191.224.84](http://54.191.224.84/)

This does not have the same restrictions (1000 users and 5GB) and is being considered in mitigation of the restrictions on the SaaS solution.

**Action:**

* All: Review the Open Source self-hosted version and provide feedback
* Ongoing: Petra to investigate removing the email storage.
* **Unused forums / Projects  
  Report:** FP reviewed forums...Can we consider closing/pausing these?
  + [**Vendors discussion forum**](https://ccusersforum.onlyoffice.com/products/projects/messages.aspx?prjID=274894#sortBy=create_on&sortOrder=descending): 229 members. Last post : 2013
  + [Supply Chain](https://ccusersforum.onlyoffice.com/products/projects/tasks.aspx?prjID=418795#sortBy=title&sortOrder=ascending&text=supply):
  + [TC and cPP Lifecycle Feedback](https://ccusersforum.onlyoffice.com/products/projects/messages.aspx?prjID=318454#sortBy=create_on&sortOrder=descending&text=TC and): 34 members: Last post 2013

**Action**:   
FP to write to members and say the above three forums will be paused unless anyone has use for them.

**Report:**

Our [Wiki](https://ccusersforum.onlyoffice.com/products/community/modules/wiki/default.aspx): Is badly out of date and needs an update/delete

**Action:**

* Ongoing: All: Review and update/clean the Wiki
* **Future of the collaboration tool**

**Report:**

PM: Asked Brian Smithson to present at the Workshop.

FP: initiated a plan document to the Management committee . (Date: August 15th or before.): Done: https://ccusersforum.onlyoffice.com/products/files/doceditor.aspx?fileid=5770052

Is scheduled as a topic on the agenda for CCUF members for the CCUF calls and the CCUF workshop

**Action:**

* + DM: the price of a Causeway license for >1000 users.
  + DM: DM to discuss with Bill Rutledge help financially (Temporary)?.
  + All: Can anyone else help financially (Temporary)?
  + All: Ongoing: Bring this forward in the CCUF general calls (Before October). By October we should have enough info to facilitate making a CCUF decision in October on progress.

Next Meeting time:

* **Tuesday September 25, 11:00 AM Eastern:** Call details to be sent by Petra.