2024-05-06 CTWG Meeting Notes

Meeting Date

- 06 May 2024 **: ToIP Concepts and Terminology WG Bi-Weekly Meeting 10:00-11:00 PT / 18:00-19:00 UTC.**
  See the [ToIP Calendar](#) for the full schedule.

Zoom Recording

https://zoom.us/rec/share/7-nt3kkaJrZhVeAJ11oVmU9hMF2qRwNm9OyT9sPUsjWOANcar1qt4MTZBNxxXEw.xtZRc4sc0vwb4AaI

Attendees

- Drummond Reed
- Henk van Cann
  Judith Fleenor
- Scott Perry
  Neil Thomson
  Kor Dwarshuis

Agenda Items and Notes (including all relevant links)

Time	Agenda Item	Lead	Notes
3 min	- Start recording - Welcome & antitrust notice - Introduction of new members - Agenda review	Chairs	**Antitrust Policy Notice:** *Attendees are reminded to adhere to the meeting agenda and not participate in activities prohibited under antitrust and competition laws. Only members of ToIP who have signed the necessary agreements are permitted to participate in this activity beyond an observer role.* - New Members:
5 min	General announcements	All	Any news and updates of general interest to CTWG members:
5 min	Review of previous action items	Chairs	☑ ACTION: Drummond Reed to coordinate with Darrell O'Donnell, Henk van Cann , and Kor Dwarshuis to find a meeting time. DONE; report?
10 min	Version management of Spec-up vs. version management of terminology	Darrell O'Donnell Eric Scouten Henk van Cann	☑ Step 1: compare features and characteristics https://github.com/decentralized-identity/spec-up?tab=readme-ov-file#versioning vs https://github.com/trustoverip/ctwg-main-glossary/compare/14e69b518dfdc4bfce6d1179987817a44ed67bec...fbbb1d50ab8dc7b5462880ca93959c52ba1071d8 ☐ ACTION: Kor Dwarshuis and Henk van Cann "See what a date can do" for filtering the right versions (commits) of external terminology references.
10 min	[Terminology Governance Guide](#)	Henk van Cann	Every meeting a new aspect to discuss and decide upon. https://trustoverip.github.io/ctwg-terminology-governance-guide/ We've moved this agenda item forward to the next meeting
10 min	Spec-Up Use	Darrell O'Donnell Neil Thomson Drummond Reed	[Spec-Up tips & tricks](#) As we have many specifications in flight I have been compiling some SpecUp tips & tricks ☐ ACTION: Coordinate with Darrell O'Donnell on a "cheat sheet" for Spec-Up with input from Drummond Reed and Neil Thomson. ACTION: Drummond Reed to start the Spec-Up conversion process for the ToIP Technology Architecture Specification and record any key questions or issues.
10 min	Source Management & Diff-tooling: the end of Wiki?	Henk van Cann	Discussion: User rights management and spec-up syntax complicate wiki-based source management? ACTION: Henk van Cann to add this to the agenda of the next meeting or check with him. **PENDING DECISION: We will no longer support using a terms wiki as a term source management tool at this point in time as it is less compatible with Spec-Up-based terminology management using Def, Refs and Xrefs.**
5 min	ToIP Glossary Open Items	Drummond Reed	

2 mins	• Review decisions /action items • Planning for next meeting	Chairs	Due to Whit Sunday on May 20 2024 we might consider skipping this date and have our next meeting on Monday June 3

Screenshots/Diagrams (numbered for reference in notes above)

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Decisions

Action Items