



Advice to Incubator Mentors

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Who am I?

- V.P. Apache Incubator
- V.P. Training Services Instaclustr
- Incubator PMC plus a few others
- Mentor of several Apache projects
- Reviewed 100s of incubator releases at Apache

Mentoring a Project

- Mentors are chosen when a project starts its journey in the Incubator
- Each project has a few mentors (usually 3-5)
- A mentor helps guides the project to operate like an Apache project from bootstrapping to graduation

Who can be a mentor?

- Existing Incubator PMC members
- Any ASF member can ask to be on the IPMC
- People also get voted into the IPMC

Responsibilities

- Help bootstrap a project
- Help nudge the project in the right direction
- Help the project to follow and understand ASF policies
- Help on creating and voting on releases
- Help with graduation
- This can be a 2-3 year (or more) commitment

The Apache Way Ensures

- Vendor neutrality
- Diversity
- Trust
- Longevity

10 Common Issues

- Missing IPMC release votes
- Too many release candidates
- Unsure When to recognise committers
- Discussions are happening off-list
- Too much talk is happening on the private list

10 Common Issues (cont)

- Video meetings
- External Website
- Other mentors have gone missing
- Not managing brand / trademarks
- Seeking early graduation

One Size Doesn't Fit All

- These are guidelines and opinions not policy
- Will not work for all projects
- There's a lot of diverse ways in which project operate
- There are many ways to interpret the Apache Way

Missing IPMC Release Votes

- Make a checklist, so releases are easy to verify
- Try and simplify releases
- Ask all mentors to vote on the release
- Kindly remind IPMC members to vote

Too Many Release Candidates

- Slow down and take more time to review each release candidate
- Make a checklist, so releases are easy to verify
- Check everything on the checklist and don't just stop when you find an issue
- In vote emails include what was checked and on what platform
- Document your release process and keep it up to date

Unsure When to Recognise Committers

- Discuss what it means to be a committer and document this
- Encourage them to keep the bar low
- Recognise all forms of contribution, not just code contributions
- Where committers = PMC then break into two groups
- Look for people who commit slowly over time

Discussions are Happening Off-List

- Encourage on list discussion by explaining why it's important
- Bring back anything important to the list to discuss with the broader community
- Mirror conversions to the mailing list, so it's searchable and archivable

Too much Talk is Happening on the Private List

- Remind podling what the private list is for
- Projects need to be open and transparent

Video Meetings

- Encourage asynchronous on list communications
- Encourage use of open platforms
- Encourage everything discussed to be brought back to the list
- Documents somewhere things discussed in advance

External Website

- The PPMC need to control their web site
- Point to trademark and branding policy
- Move to ASF infrastructure if possible
- Add redirection to project site
- Don't leave this to just before graduation

Your mentors have gone missing

- Select the right mentors when starting
- Sometimes this may be temporary
- Ask mentors if they still want the responsibility
- Ask on Incubator general list for new mentors

Not managing brand / trademarks

- Encourage to deal with early
- Explain common issues
- Actively look for issues
- Follow trademark list

Seeking Early Graduation

- Find out if the reason for the rush is artificial
- Provide detailed feedback on the podlings' report
- Encourage to fill in the maturity model
- Have them reflect and identify gaps

Questions?

Ask now, see me after the session, or email me, Justin Mclean
at jmclean@apache.org.

Useful Links

- Incubator Policy
<https://incubator.apache.org/policy/incubation.html>
- Clutch Report
<https://incubator.apache.org/clutch/>
- Whimsey Rosters
<https://whimsy.apache.org/roster/ppmc/>
- Mentor FAQ (work in progress)
<https://cwiki.apache.org/confluence/display/INCUBATOR/Mentor->

Useful Links (cont)

- Apache Creadur project (Rat + more)
<http://creadur.apache.org>
- Apache Whisker - describes licenses via meta data
<http://creadur.apache.org/whisker/>
- Release checklist
<http://cwiki.apache.org/confluence/display/INCUBATOR/Incubato>
- Distribution Guides
<https://cwiki.apache.org/confluence/display/INCUBATOR/Distribu>
- Fossology
<http://www.fossology.org>

Useful Links (cont)

- ASF 3rd part license policy
<http://www.apache.org/legal/resolved>
- Incubator release process
<http://incubator.apache.org/guides/releasemanagement.html>
- Assembling License and Notice How To
<http://https://infra.apache.org/licensing-howto.html>
- Incubating Issues
<https://cwiki.apache.org/confluence/display/INCUBATOR/Incubat>

Useful Links (cont)

- Apache Maturity Model
<http://community.apache.org/apache-way/apache-project-maturity-model.html>
- Legal mailing list archive
legal-discuss@apache.org
- Legal JIRA
<https://issues.apache.org/jira/browse/LEGAL>
- Software Licenses in Plain English
<http://tldrlegal.com>