

Adding committers or PMC members

Adding a committer:

1. Read [Committer Criteria](#) to see if the person you are proposing meets all of the criteria.
2. Send an email to private@impala.apache.org to discuss adding this committer.
3. Evaluate the discussion. If you decide to propose them, send an email to private@impala.apache.org with the subject "[VOTE] New committer: \$NAME ", making sure to substitute \$NAME, \$FIRSTNAME, \$LASTNAME, \$DURATION, \$JIRANAME, \$EMAIL_ADDR, \$PRAISE, and \$PROPOSER_TIMEZONE

\$NAME has been actively contributing to Impala for \$DURATION.

The bugs they filed:

[https://issues.apache.org/jira/issues/?jql=project%20%3D%20IMPALA%20AND%20reporter%20in%20\(\\$JIRANAME\)](https://issues.apache.org/jira/issues/?jql=project%20%3D%20IMPALA%20AND%20reporter%20in%20($JIRANAME))

The code reviews for the patches they sent:

[https://gerrit.cloudera.org/#/q/owner:%22\\$FIRSTNAME+\\$LASTNAME%22](https://gerrit.cloudera.org/#/q/owner:%22$FIRSTNAME+$LASTNAME%22)

See also these code reviews by them:

[https://gerrit.cloudera.org/#/q/reviewer:%22\\$FIRST+\\$LASTNAME%22+-owner:%22\\$FIRSTNAME+\\$LASTNAME%22](https://gerrit.cloudera.org/#/q/reviewer:%22$FIRST+$LASTNAME%22+-owner:%22$FIRSTNAME+$LASTNAME%22)

Discussions on dev@:

[https://lists.apache.org/list.html?dev@impala.apache.org:lte=100M:\\$EMAIL_ADDR](https://lists.apache.org/list.html?dev@impala.apache.org:lte=100M:$EMAIL_ADDR)

Discussions on user@:

[\\$PRAISE](https://lists.apache.org/list.html?user@impala.apache.org:lte=100M:$EMAIL_ADDR)

Voting ends in 72 hours, not counting weekends \$PROPOSER_TIMEZONE, following <https://impala.apache.org/bylaws.html>

See voting guidelines at <https://community.apache.org/newcommitter.html>

4. The vote is successful if there are three +1 votes and no -1 votes.
5. Send the following email to private@apache.impala.org when the vote has ended, which is 72 hours from when it started, not counting weekends in the timezone of the proposer.

The vote has now closed. The results are:

Binding Votes:

+1: \$PLUS_NUMBER

0: \$ZERO_NUMBER

-1: \$MINUS_NUMBER

The vote is ***[not] successful***

I will now follow <https://community.apache.org/newcommitter.html> to invite \$NAME and get them set up with infra, should they accept.

6. Send the following email to private@apache.impala.org and the contributor:

Hello \$FIRSTNAME,

The Impala Project Management Committee hereby offers you committer privileges to the project. These privileges are offered on the understanding that you'll use them reasonably and with common sense. We like to work on trust rather than unnecessary constraints.

Being a committer enables you to +2 patches.

Being a committer does not require you to participate any more than you already do. It does tend to make one even more committed. You will probably find that you spend more time here.

Of course, you can decline and instead remain as a contributor, participating as you do now.

A. This personal invitation is a chance for you to accept or decline in private. Either way, please let us know in reply to the private@impala.apache.org address only.

B. If you are accepting, the next step is to register an iCLA with the Apache Software Foundation:

B.1. Details of the iCLA and the forms are found through this link: [<http://www.apache.org/licenses/#clas>](http://www.apache.org/licenses/#clas).

B.2. The form (text or PDF version) provides instructions for its completion and return to the Secretary of the ASF. Be sure to request "Impala" in the "(optional) notify project" field.

B.3. When you transmit the completed iCLA, request to notify Apache Impala and choose a unique Apache id. Look to see if your preferred id is already taken at <http://people.apache.org/committer-index.html>. This will allow the Secretary to notify the PMC when your iCLA has been recorded.

When recording of your iCLA is noticed, you will receive a follow-up message with the next steps for establishing you as a committer.

The process will follow the process described at [<https://community.apache.org/newcommitter.html>](https://community.apache.org/newcommitter.html).

7. Wait for the contributor to accept.
8. Send the following email to the user and private@impala.apache.org:

Welcome. Here are the next steps. After that we will make an announcement to the Impala-dev list.

You need to send a Contributor License Agreement to the ASF. Send an Individual CLA. Ask us if you have any issues. <http://www.apache.org/licenses/#clas>

You need to choose a preferred ASF user name and alternatives. In order to ensure it is available you can view a list of taken ids at <http://people.apache.org/committer-index.html>

Please notify us when you have submitted the CLA and by what means you did so. This will enable us to monitor its progress.

After that is done, please make followup replies to the Impala-dev list. We generally discuss everything there and keep the private@impala.apache.org list for occasional matters which must be private.

The developer section of the website describes the roles and provides other resources:

<http://www.apache.org/foundation/how-it-works.html>

<http://www.apache.org/dev/>

Just as before you became a committer, participation in any ASF community requires adherence to the ASF Code of Conduct:

<https://www.apache.org/foundation/policies/conduct.html>

Yours,

The Apache Impala PMC

9. Wait to receive notice that their iCLA is on file from secretary@apache.org.
10. As of 2018-06-26, what happens next is based on whether the new committers user ID exists or not.
 - a. In most cases, the user ID will not already exist, and the new committer's ICLA will not already be on file. In these cases, the secretary will create the account.
 - b. In fewer cases, the ICLA will already be filed, but the user will not have a user ID., and the ASF Secretary will create the user nameWait for the username to be created. Check [https://whimsy.apache.org/roster/committer/\\$USERNAME](https://whimsy.apache.org/roster/committer/$USERNAME)
11. Send this email to dev@impala.apache.org:

The Project Management Committee (PMC) for Apache Impala has invited \$NAME to become a committer and we are pleased to announce that they have accepted.

Congratulations and welcome, \$FIRST_NAME!

12. Send the following email to the new committer and private@impala.apache.org:

\$FIRST_NAME, as you know, the ASF Infrastructure has set up your committer account as the username "\$USERNAME".

Please follow the instructions to set up your SSH, svn password, svn configuration, mail forwarding, etc.

<http://www.apache.org/dev/#committers>

If you have any questions during this phase, then please see the following resources:

Apache developer's pages: <http://www.apache.org/dev/>

Naturally, if you don't understand anything be sure to ask us on the Impala dev mailing list. Documentation is maintained by volunteers and hence can be out-of-date and incomplete - of course you can now help fix that.

13. Add the person to the committers list in gerrit in People > List Groups > Apache Impala Committers.
14. Set the new committer up with an account with "committer" privilege group on <https://jenkins.impala.io/role-strategy/assign-roles>.
 - a. If the person doesn't have an account yet, create the account by "Manage Jenkins" > "Security" > "Users" > "Create User". Use a temporary password and send it to the person.
15. (Optional: the Apache Infrastructure Team may have done this in step 9) Add the person as a committer (but not a PMC member) on <https://whimsy.apache.org/roster/committee/impala>. Click "Add" at the top of the page, search for the committer, click the "+" to select the committer, then click "Add as Committer". The interface is unpleasant and may redirect you to that person's name when you mean to add them as a committer. Press back and then try again.
16. Writing the wiki is restricted in order to prevent spam. Non-committers may have write access by just asking for it. If the new committer doesn't already have write access:
 - a. Ask them to create an account and email you the username.
 - b. On the wiki, in the lower left-hand corner, Space tools > Permissions > Individual Users > Edit Permissions
 - c. Add the username with all permissions

Adding a PMC member:

The following instructions assume the person is already a committer.

1. Send an email to private@impala.apache.org to discuss adding this person to the PMC. The subject line should be "[DISCUSS] \$FIRSTNAME \$LASTNAME PMC membership".
2. Evaluate the discussion. If you decide to propose them, send an email to private@impala.apache.org with the subject "[VOTE] \$FIRSTNAME \$LASTNAME PMC membership ", making sure to substitute \$FIRSTNAME, \$LASTNAME, \$DURATION, \$JIRANAME, \$EMAIL_ADDR, \$PRAISE, and \$PROPOSER_TIMEZONE

\$NAME has been actively contributing to Impala for \$DURATION.

The bugs they filed:

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The code reviews for the patches they sent:

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See also these code reviews by them:

[https://gerrit.cloudera.org/#/q/reviewer:%22\\$FIRST+\\$LASTNAME%22+-owner:%22\\$FIRSTNAME+\\$LASTNAME%22](https://gerrit.cloudera.org/#/q/reviewer:%22$FIRST+$LASTNAME%22+-owner:%22$FIRSTNAME+$LASTNAME%22)

Discussions on dev@:

[https://lists.apache.org/list.html?dev@impala.apache.org:lte=100M:\\$EMAIL_ADDR](https://lists.apache.org/list.html?dev@impala.apache.org:lte=100M:$EMAIL_ADDR)

Discussions on user@:

[\\$PRAISE](https://lists.apache.org/list.html?user@impala.apache.org:lte=100M:$EMAIL_ADDR)

Voting ends in 72 hours, not counting weekends \$PROPOSER_TIMEZONE, following <https://impala.apache.org/bylaws.html>

See voting guidelines at <https://community.apache.org/newcommitter.html>

3. The vote is successful if there are three +1 votes and no -1 votes.
4. Send the following email to private@apache.impala.org when the vote has ended, which is 72 hours from when it started, not counting weekends in the timezone of the proposer. The subject line should be "[VOTE][RESULT] \$FIRSTNAME \$LASTNAME PMC membership"

The vote has now closed. The results are:

Binding Votes:

+1: \$PLUS_NUMBER

0: \$ZERO_NUMBER

-1: \$MINUS_NUMBER

The vote is ***[not] successful***

[I will now follow the next step, following <http://www.apache.org/dev/pmc.html#newpmc> notifying the ASF board of our intent to invite this new PMC member, which gives the board 72 hours to put a hold on the invitation. If they do not put a hold on it, I will formally invite them.]

5. Find on <https://lists.apache.org/list.html?private@impala.apache.org> (you may need to log in by clicking on the grey silhouettes in the upper right) the vote thread and copy the "Permalink". It may take a few hours for the email to show up there. From your @apache.org email address, email board@apache.org and private@impala.apache.org with the subject line "[NOTICE] \$FIRSTNAME \$LASTNAME for Impala PMC"

Impala proposes to invite \$FIRSTNAME \$LASTNAME (\$USERNAME) to join the PMC.

The vote result is available here: \$PERMALINK

6. Have the PMC chair or an ASF member confirm that the email appeared on the board list (see http://www.apache.org/dev/pmc.html#board_archive) then wait 72 hours. Follow the remaining directions only if there was no objection from the board. If there was an objection, follow their directions.
7. Send the following email to private@apache.impala.org and the contributor:

Dear \$FIRSTNAME \$LASTNAME,

In recognition of your demonstrated commitment to, and alignment with, the goals of the Apache Impala project, the Impala PMC has voted to offer you membership in the Impala PMC ("Project Management Committee").

Please let us know if you accept by subscribing to the private alias [by

sending mail to private-subscribe@impala.apache.org], and posting

a message to private@impala.apache.org.

The PMC is for every top-level project is tasked by the Apache Board of Directors with official oversight and binding votes in that project.

As a PMC member, you are responsible for continuing the general project, code, and community oversight that you have exhibited so far. The votes of the PMC are legally binding.

All PMC members are subscribed to the project's private mail list, which is used to discuss issues unsuitable for an open, public forum, such as people issues (e.g. new committers, problematic community members, etc.), security issues, and the like. It can't be emphasized enough that care should be taken to minimize the use of the private list, discussing everything possible on the appropriate public list.

The private PMC list is *private* - it is strictly for the use of the PMC. Messages are not to be forwarded to anyone else without the express permission of the PMC. Also note that any Member of the Foundation has the right to review and participate in any PMC list, as a PMC is acting on behalf of the Membership.

Finally, the PMC is not meant to create a hierarchy within the committership or the community. Therefore, in our day-to-day interactions with the rest of the community, we continue to interact as peers, where every reasonable opinion is considered, and all community members are invited to participate in our public voting. If there ever is a situation where the PMC's view differs significantly from that of the rest of the community, this is a symptom of a problem that needs to be addressed.

With the expectation of your acceptance, welcome!

The Apache Impala PMC

8. Wait for the person to accept.
9. Send this email to dev@impala.apache.org:

The Project Management Committee (PMC) for Apache Impala has invited \$FIRSTNAME \$LASTNAME to become a PMC member and we are pleased to announce that they have accepted.

Congratulations and welcome, \$FIRSTNAME!

10. Make the person a PMC member on <https://whimsy.apache.org/roster/committee/impala>
11. Add \$JIRANAME to the Administrator role in <https://issues.apache.org/jira/plugins/servlet/project-config/IMPALA/roles>.