DRAFT -- X3D Working Group Charter

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Reformatted from Roy Walmsley's Working Draft 5 on 2015-04-09

Overview

The Extensible 3D (X3D) Graphics Working Group (WG) forms the core of the working groups within the Web3D Consortium. The Consortium is responsible for the development of specification of core technologies for the X3D suite of specifications, and the integration of the specifications for non-core technologies and coordinating the technical aspects of all Web3D working group efforts.

Goals

The X3D working group is long standing and, rather than a single definite primary goal, has a set of general ongoing goals. These are:

- Develop specifications and manage the ISO process to create International Standards for X3D, ensuring that the X3D architecture
remains consistent over time.

- Review new technologies, integrate submitted technologies and interface with external organizations.
- Coordinate all X3D specification activities, seeking Board of Directors approval for the submission of specifications to ISO/IEC and shepherding the specifications through the ISO/IEC document ratification process.
- Resolve X3D specification comments, whether from Web3D Consortium members or the public.
- Review, maintain and extend X3D implementation resources.
- Promote X3D to the wider community.

Tasks

Specific tasks are determined by the working group as needed to meet the goals listed above. These may vary considerably over time. A listing of current tasks, including deliverables and timescales, will be maintained on the community wiki web page and/or the X3D working group web page.

Practices

The X3D working group will normally follow the Board of Directors approved Web3D Consortium Working Group practices defined on the Working Group Practices web page. Any temporary variations to meet a specific requirement will be agreed and published before being applied.

Meetings

Meetings are held at least once every other week or more frequently as determined by the membership of the Working Group. The date, time, and duration of the meetings are determined by the membership of the WG and to not conflict with other Consortium activities. The WG meetings are generally closed to non-members of the Consortium.

Offices

The working group normally appoints co-chairs and a secretary. The co-chairs are distinct individuals, but the one of the co-chairs may also be the secretary. They are responsible for raising meeting agendas, chairing the meetings and taking and issuing the minutes of the meeting.

Additional offices, on either a temporary or a permanent basis, may be created as required.

Participants
The X3D Working Group is a Web3D Consortium members-only activity. Any member of the Consortium may attend any X3D WG meeting. Any member of the Consortium may join the X3D WG by becoming a member of the X3D Mailing list (see the page for the member-only mailing lists http://www.web3d.org/member/member-only-mailing-lists) and regularly attending the WG meetings. Any member of the WG may, at their own discretion stop being a member of the WG. Regular participants are listed in the weekly X3D meeting agenda and all participants are listed in the minutes of the meeting.

Dependencies and Liaisons
- The X3D WG has no dependencies external to the Consortium.
- The X3D WG will not enter into external dependencies that are not previously approved by the Web3D Consortium.
- The X3D WG has adopted standards defined by external organizations for current and future work as indicated below:
  - Fraunhofer IDG for X3DOM.
  - The Khronos group for WebGL.
  - The World Wide Web Consortium (W3C) for HTML5.
- Other Consortium WG's may from time to time contribute technical content to the X3D WG for inclusion into the X3D specifications. This does not establish a formal dependency of the X3D WG on that WG. These WG's include (but are not limited to) Computer Aided Design (CAD), Geospatial (X3D-Earth), Humanoid Animation (H-Anim), Medical, and Mixed Augmented Reality.

Confidentiality
Agenda and minutes are only available to WG members, and are published in the X3D members-only mailing list. At the discretion of the WG, selected portions of the minutes of the meetings may be published in a public area (web site, public mailing list, etc.)

Communication
X3D Members-only mailing list address – x3d@web3d.org
Public Working Group page - http://www.web3d.org/working-groups/x3d

Decision Policy
This will follow section general practice of the consensus and voting policy declared in the Working Group Practices document. Consensus will be the primary principle applied.
Document Licence

Public documents created by the X3D WG follow the Consortium's policy for document license. Any exceptions will require approval from the appropriate authority within the Consortium. The WG may also publish member-only documents. The licence is that determined by the Consortium.

Intellectual Property Considerations

All working group members agree to follow the Web3D Consortium Intellectual Property Rights policy. 
- All patent encumbrances must be predeclared prior to working group scrutiny.
- Encumbered technologies require Board of Directors approval before being included in documentation for submission to ISO or release to the public. There is a strong preference for royalty free and indeed no royalty-bound technologies are included in X3D specifications.
- There is a strong preference for only including royalty Free (RF) technology.
- Patented submissions used in a final specification typically fall under a reciprocal license.

Creation, Approval and Review Dates

This charter was created on xxxx-xx-xx and approved by the Web3D Consortium Board of Directors on xxxx-xx-xx. It is due for review on xxxx-xx-xx.

Issues

Issues for group consideration and resolution will be listed here. We are first discussing issues on the x3d@web3d.org working group mailing list, then with members, then on the public mailing list.

- Original charter not found, presumably lost during website crash a few years back.
- Working group review needed.
- Public review needed.

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