Workshop Committee Charter (ad hoc)

The ad-hoc Workshop Committee ("Committee") is responsible for the planning and execution of NANOG's workshop events.

In keeping with NANOG's educational mission, a NANOG Workshop is a venue for network professionals at all skill levels to participate in hands-on learning guided by one or more instructors in conjunction with a NANOG meeting. A Workshop is similar to, but independent from, tracks and tutorials (organized by the Program Committee) and the Hackathon (organized by the Hackathon Committee). Workshops are to be given in-person only, available to all in-person NANOG meeting attendees. There will be no provisions made for the recording or streaming of workshops.

Scope of Work

The Committee will have the following responsibilities in alignment with NANOG's strategic plan:
- Determine Workshop topics.
- Work with instructors to develop or run Workshops.
- Shepherd the development of proposed workshop content.
- Collaborate with the Program Committee.
    - Schedule Workshops.
    - Tie in with the meeting spotlights and avoid duplication with tutorials or other presentations.
- Collaborate with the Hackathon Committee.
    - Design, deploy, and operate common infrastructure.
    - Coordinate with Hackathon themes to avoid unintended conflicts or duplication.
- Collaborate with NANOG Staff on scheduling, registration tooling, and marketing.
- Determine, continually re-evaluate, and propose to the Board answers to the following questions.
    - Should NANOG charge workshop attendees, either a nominal fee to hold the seat, or a comprehensive fee to attend all workshops given that event?
    - Should NANOG charge instructors to present on their corporate products (i.e., sponsored workshops)?

- ○ What should be the standard proposed IPR framework for workshops (e.g., can a workshop be given at a later day by someone who isn't the original author)?

Committee Membership

The Committee will be composed as follows:
- The Committee consists of at least one NANOG Board Member, at least one NANOG Program Committee member, and any number of NANOG Members in good standing, all of whom are appointed by the Board. The committee should consist of at least four members.
- The standard committee member term is two years. The Board may make appointments for shorter terms in order to balance ending dates. Committee members may be reappointed to successive terms.
- Committee members must establish a regular meeting schedule that is sufficient to meet the program's objectives and Charter.
- Any changes to this charter or the committee's direction will require board approval.

Objectives and KPIs

- Objective: Tie-in with spotlight topics when possible.
- Objective: Build a library of evergreen topics (e.g., BGP, routing fundamentals, DNS).
- Objective: Put on at least one workshop in the first year of the Committee.
- KPI: Number of events/hours per meeting.
- KPI: Number of attendees per workshop.
- KPI: Number of trainers suitable to present each workshop.
- KPI: Number of authors generating content.
- KPI: Number of attendees who came primarily for the workshops.

Board Approved: 17-January-2025