

Institutional Strategies for Research Data Management

CAUL-CBUA RDM Webinar Series
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Outline

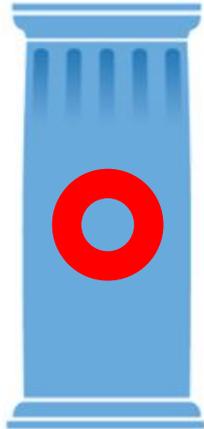
- Tri-Agency Research Data Management (RDM) Policy (Lee)
- Institutional Strategies Component (Lee)
 - Overview
 - Development of the template & associated guidance
- Approaches Taken (Maggie, Jazz, and Erin)
 - Acadia University
 - Cape Breton University
 - Dalhousie University
- Challenges and Lessons Learned
- Questions



Tri-Agency RDM Policy

Formal consultation on [draft Tri-Agency Research Data Management Policy](#) launched June 2018

**Institutional
Strategy**



DMPs



Deposit



Tri-Agency RDM Policy

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Portage Comments on Draft Tri-Agency Research Data Management Policy

Original Tri-Agency [DRAFT POLICY](#) & [FAQ](#)

Background

The Portage Network, an initiative of the Canadian Association of Research Libraries (CARL), is dedicated to the advancement of research data management (RDM) in Canada. Portage, through its nation-wide network of over 115 experts from over 40 organizations, works proactively with community partners to develop national RDM services and infrastructure in support of all researchers in Canada.

Portage had the privilege of working closely with Tri-Agency representatives during the pre-consultation phase of policy development, traveling the country to meet with 14 different stakeholder groups in 4 cities in Jan-Feb 2018. These meetings provided an ideal opportunity both to share Tri-Agency policy requirements with researchers and to describe Portage services and infrastructure designed to help researchers fulfill each requirement. Additionally, these meetings gave Portage, alongside our Tri-Agency colleagues, the chance to hear feedback from stakeholder groups and to respond together to questions that arose.

Portage also took the opportunity to convene three Town Hall meetings in July 2018, engaging over 32 participants. Feedback from these Town Halls and other less formal discussions was considered when crafting the Portage response provided below. A summary of comments from the community is provided in **Appendix A**.

What is an Institutional RDM Strategy?

An institutional strategy is a **concise and directive document** that outlines how an institution, such as a university or research institute, will **increase its capacity for effectively managing its research data.**

Why Create an Institutional RDM Strategy?

Specific objectives of an institutional strategy include:

- Promoting research excellence within the university and research community through the adoption of good data management practices
- Supporting institutions in evaluating their current capabilities for RDM
- Identifying what changes are needed in order to comply with funder policies and other RDM requirements
- Helping institutions develop a roadmap to build capacity for research data stewardship
- Ensuring research data storage, retention, and availability for access and reuse, where appropriate

Institutional RDM Strategy Working Group



The objective of the Portage Institutional Research Data Management (RDM) Strategy Working Group is to **provide institutions with resources for facilitating discussions and processes for preparing an institutional strategy for RDM.**

Membership:

- Canadian Association of Research Libraries (CARL)
- Canadian Association of Research Administrators (CARA)
- Canadian University Council of Chief Information Officers (CUCCIO)
- Portage Network
- Tri-Agency Data Management Working Group
- Research Data Canada
- Vice-Presidents Research (VPR)
- CASRAI-CA

Institutional RDM Strategy Outputs

Strategy Components & Associated Guidance

1. **Raise awareness:** about benefits of best practices and emerging policy requirements.
2. **Assess institutional readiness:** to manage and realize the potential of research data holdings.
3. **Formalize RDM practices:** through the development and/or adoption of guidelines, best practices, and policies – setting the tone and underscoring institutional commitment and expectations.
4. **Define a roadmap:** to help with capacity-building over the medium term and to ensure research excellence, efficiency, and transparency.

Approaches Taken

- Acadia University
- Cape Breton University
- Dalhousie University



Cape
Breton
University



Building relationships around RDM: Working towards a collaborative institutional strategy

- **Connecting** with the Research and Graduate Studies Office
- **Growing** your relationships step-by-step
- **Developing** terms of reference & committee composition



Building relationships around RDM: Working towards a collaborative institutional strategy

- You don't have to do it **alone!**
- Remember - **you know your stuff!**
- Everyone is going to have **different ideas** about RDM and what's needed
- Although it can be complicated, **many different voices** can help develop a strategy **best suited to your campus**



CBU Experience

- Found the portage document/ template a good guideline, even for smaller universities.
- Unique challenges include: staffing, support and technologies.
- Positives: can implement change quickly, access to all faculty, informed.

Cape
Breton
University

CBU Experience

Institutional strategy components:

1. **Raise Awareness** - visited all school faculty meetings.
2. **Assess Institutional Readiness** - Survey results
3. **Formalize RDM Practices** - Includes policies and procedures (examples of institutional policy statements available on portage). Roles and responsibilities for training and support.
4. **Define a Roadmap** - Next step



Dalhousie Experience with RDM



Started planning for RDM back in 2015-16 (and earlier)

RDM Team

- Meet monthly (since at least 2015)
- Developed a **project charter** for RDM in 2016.
- Team consists of:
 - AUL Research
 - RDM Librarian
 - Representatives from:
 - Academic Technology Services
 - Office of Research Services
 - Kellogg Library & Sexton Library
 - Portage
- **Plan** new initiatives, **share** updates/news, etc.

Research Data Advisory Committee

- Formed in late 2017 by the University Librarian
- Committee consisted of:
 - Library representatives (University Librarian, AUL Research & AUL Scholarly Communications, RDM Librarian).
 - AVPR (Associate Vice President Research)
 - Representatives from Office of Research Services
 - Director of Academic Technology Services
 - Representatives from various Faculty
 - University Archivist
- A **working draft** of the strategy, using the Portage template and guidance document, was completed in late 2018 by a small working group from this committee.

Dal RDM Institutional Strategy



- Led by the Associate University Librarian (AUL) Research with assistance from the RDM Librarian

Institutional Strategy guidance document points:

1. **Raise awareness:** RDM team, RDM Advisory Committee, LibGuide, Research Bootcamp, Online Webinars, Liaison Librarian training
2. **Assess institutional readiness:** Currently working on implementing an RDM survey, results will be incorporated in to the strategy. Scan of existing services and resources.
3. **GAPS!** This is addressed in the challenges section
4. **Define a roadmap:** Existing project charter helped with this. Set goals!

Experiences from a larger institution

- **Portage strategy template and guidance document was helpful.**
 - *2.2 undertake a survey of institutional data assets and data management practices on campus*
 - Should we do a formal survey, are existing surveys from other institutions sufficient, do consultations, etc? **We opted to do a formal survey.**
- **Positives:**
 - Large pool of people to draw from
 - Capability to host a data repository like Dataverse
 - We have support for RDM from some Faculty
 - Good, pre-established working relationships with Office of Research Services, ATS, etc.

Challenges & Lessons Learned (from all institutions)

- “Hurry up and wait” - RDM has been a long time coming
- Varying levels of RDM experience & knowledge on campus
- Bureaucratic roadblocks
- Value of inter-departmental committees - it is not the responsibility of just one department.
- Portage is a useful resource and will be relied on
- Liaison training/support for RDM
- A wide variety of RDM needs and practices (in small and large institutions)
- Geographically dispersed campuses
- For many of us, RDM is often just “a portion” of the overall job responsibilities
- Do we try to manage and implement our own tools, or join with others?
- Policies do not exist for all areas yet - policy development takes time, requires collaboration and consultation with stakeholders

Thanks! Questions?

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