

DCN Education Committee Charter

Charge

The DCN Education committee is responsible for the coordination, oversight, and reporting of internally and externally focused data management and curation training and the stewardship of the DCN educational/training resources.

Responsibilities [Iterative]:

- Coordination:
 - Tracks and manages the various collaborations under this umbrella topic.
 - Assesses for overlaps or redundancies.
- Oversight/Structuring:
 - Provides structuring and/or remediation for groups when necessary.
 - Is the reporting office for incidents or issues occurring within its groups, associated meetings or events. Any violations of codes of conduct are then reported to the appropriate channels.
- Reporting:
 - Collects information about the groups, including project updates and is responsible for the accurate and timely reporting to DCN governance and the DCN community.
 - Gathers information that can be used for stats or visualizations about this aspect of DCN.
 - Participates in blog posts, newsletter blurbs or similar to advertise and give credit to the work being done here, the leadership and team collaboration being provided within the working groups and the conversation and sharing going on in the interest groups.

Governance structure:

1 - Chair (1 year term)

1 - Chair elect (1 year term)

>5 committee members (2 year term)

Committee Member/Group Roles:

You may be more than one member type.

Workshop coordinator(s) - DCN members who organize and manage the administration of the internal or external workshops/training.

Resource publication manager(s) - DCN members that maintain the GitHub repository of primers and checklists, educational modules or other resources.

Primer Coordinator(s) - DCN members that coordinate the development of primers including coordination of the peer review process.

Human resources to maintain

Instructor Pool - DCN members trained in all aspects for the DCN training program who can conduct internal and external data curation and management training.

Mentor Pool - DCN members who can serve a mentor for the development of DCN resources, such as primers and checklists.

Educational resources to maintain

DCN primers

DCN checklists

DCN online modules - GitHub pages [forthcoming]

Roles Defined

Chair - The Chair of the Education committee serves a one-year term and is succeeded by the Chair elect. Coordinating with Education committee and the Chair-elect, the Chair will

- Call the committee together, set agendas, and initiate votes as needed
- Collaboratively set Education committee yearly goals and activities
- Engage with the DCN Governance Board to ensure they are informed of DCN Education happenings and to gather information and insights from them on DCN activities.
- Communicates items up for a vote by the Governance Board to DCN membership prior to the vote. Ensures that results of the vote will be published in the newsletter.

Nominations and Elections

Elections for the Chair-Elect in the DCN Education Committee will be held annually as a part of the DCN All Hands Meeting. Individuals interested in running should express their interest at least two weeks in advance of the DCN All-Hands Meeting.

The Chair-Elect will serve for one year before assuming the responsibilities of Chair. Any institutional representative associated with a DCN member institution and current member of the DCN Education committee, in good standing, may run for Chair of the Education committee.

Committee Membership

Committee membership will be open each year. Details forthcoming.