Sustainability & Governance Working Group Charter

March, 2010

1. **Background**

The Observation Network for Earth (DataONE) is poised to be the foundation of new innovative environmental science through a distributed framework and sustainable cyberinfrastructure that meets the needs of science and society for open, persistent, robust, and secure access to well-described and easily discovered Earth observational data. Supported by the U.S. National Science Foundation, DataONE will ensure the preservation and access to multi-scale, multi-discipline, and multi-national science data. DataONE will transcend domain boundaries and make biological data available from the genome to the ecosystem; make environmental data available from atmospheric, ecological, hydrological, and oceanographic sources; provide secure and long-term preservation and access; and engage scientists, land-managers, policy makers, students, educators, and the public through logical access and intuitive visualizations. Most importantly, DataONE is not an end but a means to serve a broader range of science domains both directly and through the interoperability with the DataONE distributed network.

2. **Working Groups**

Working Groups are central to DataONE in conducting research, specifying cyberinfrastructure, and engaging the community. The Working Group Model will allow DataONE to conduct targeted research and education activities with a broad group of scientists and users. Working Groups are also designed to enable research and education activities to evolve over time. Each Working Group will have two co-leaders who organize the actively work with members to propose and implement solutions to particular research, education, cyberinfrastructure, governance, and sustainability challenges.

3. **Purpose, Scope, Mission**

The Sustainability & Governance working group will focus on the research, development, and governance implementation of the marketing plans, business plans, and sustainability strategy to establish DataONE as a long-term sustainable network for earth science data. It is recognized that the governance and potential sustainability strategy will need to evolve during the course of the project.

The scope of the Sustainability & Governance Working Group is defined as the activities necessary to begin transition toward a sustainable network by 2020.

Sustainability charge from the NSF solicitation for DataNet:

“While it is recognized that achieving sustainability will be a process of experimentation, adaptation, and evolution and that only limited models currently exist, proposes should describe an initial strategy, and the organizational structures and processes to be used in pursuing that strategy, by which both economic and technological sustainability could be achieved over the long term. The former - economic sustainability - means an organization that is wholly or largely independent of continued NSF funding for this activity by year 11. The latter - technological sustainability - refers to an organization that can provide for reliable long-term data preservation and access while continuously adapting to new technologies and user expectations.”

4. **Duration of Working Group**

This Working Group will exist throughout the life of the DataONE Project. Working Group members will conduct yearly updates to the Working Group Charter.
5. **Major Objectives**

Major objectives for the Sustainability & Governance Working Group are described below:

- Establish appropriate governance strategy to support the DataONE network.
- Develop and implement a Sustainability Strategy for DataONE.
- Actively engage in an iterative process the External Advisory Board.

6. **Expected Deliverables, Outcomes & Schedule**

- A Plan to identify, prioritize, and schedule all Sustainability & Governance Working Group activities tied to relevant PMP performance metrics. (Initial by Q2; detailed By Q3)
- Perform a comprehensive review of various sustainability models, including successful and failed models, related to environmental networks and data preservation efforts. (Q2)
- Perform a review of potential governance models. (Q3)
- Develop and recommend an appropriate governance strategy and model. (Q1, Year 5)
- Develop and recommend a DataONE Sustainability Strategy, including economic and technical sustainability (Q1, Year 5)
  - Develop a 5 & 10 Year Business Plan (Q1, Year 4)
  - Develop a Marketing Plan (Q1, Year 4)
  - Development plan with respect to funding strategies and approaches (Q1, Year 4)
- Coordinate and support EAB activities. (Q2)

7. **Potential Risks**

Potential risks and mitigation strategies are identified below.

- **RISK:** Loss of Co-Chair; **MITIGATION:** Members will suggest a new co-chair to the Leadership Team if needed
- **RISK:** Responsive and transparent governance structure not established. **MITIGATION:** Periodically review the governance structure with DataONE Leadership Team, DIUG, and External Advisory Board.
- **RISK:** Insufficient involvement of Working Group members in the WG tasks; **MITIGATION:** Schedule meetings well in advance, communicate in multiple ways, distribute notes from all meetings and assign actions, review membership every year and replace members as necessary
- **RISK:** Lack of CI buy-in to Working Group technical sustainability recommendations; **MITIGATION:** Report regularly to CCIT and to CCIT working groups about findings; develop recommendations in collaboration with CCIT members.
- **RISK:** Lack of focus; **MITIGATION:** Organize monthly calls, document tasks, and provide periodic e-mails to participants.
- **RISK:** Lack of sustainability model. **MITIGATION:** Continue searching, throughout the entire life of the project, for alternative models in all sectors.
- **RISK:** Lack of appropriate governance model. **MITIGATION:** Periodically review developed governance model for enhancements, modifications, and improvements.
- **RISK:** EAB & DIUG not fully established. **MITIGATION:** Identify LT team members, along with S&G members to insure groups formation and operation.

8. **Membership**

- Co-Chair: William Michener, University of New Mexico
- Co-Chair: Patricia Cruse, University of California
- Robert Cook, ORNL
- Mike Frame, USGS
- Greg Gollberg, UI
- Steve Kelling, Cornell
• CCIT Representative*
• CEWG Representative*
• Executive Director*
• Members to be determined
• *Ex-officio

Members are asked to commit to a two-year term, with possibility of renewal.

9. **Roles and Responsibilities**
Members of this Working Group should be prepared to provide expertise in establishing governance and sustainability plans for DataONE.

Members of this Working Group will bring expertise in:
• Business and Sustainability Models
• Establishing governance for multi-disciplinary, multi-organizational network Science and/or data preservation enterprise.
• Working with an interdisciplinary research team.

Decisions within the Working Group will be by collective-agreement, giving serious treatment of every group member’s considered opinion. Ultimately, the WG will make decisions on at least a majority vote and ideally consensus.

New members will be nominated by the WG chairs and vetted by the Leadership Team.

10. **Resources Available to Working Groups**
The Sustainability & Governance Working Group will use the following resources:
• All Working Group documents will be managed through the DataONE Collaboration Forum.
• An annual or biannual face-to-face Working Group meeting will be held in support of Working Group activities.
• Monthly Conference calls/Video Conferences will be held to support Working Group activities. Agendas, documents in development, and other materials will be available in advance of these monthly meetings.
• Financial support including a modest honorarium and travel support will be provided to members.'

11. **Relationship to other Working Groups**
The Sustainability & Governance Working Group is a cross-network Working Group, which focuses on insuring that proper governance and long-term sustainability strategies existing within DataONE. The Working Group also provides advice to inform all DataONE working groups and network operations in the area of sustainability and governance. Consequently, this Working Group reports to the project PI and has significant interaction with the DataONE Leadership Team, and External Advisory Board.

12. **Communication Plan and Reporting Requirements**
The Sustainability & Governance Working Group will provide Quarterly Status Reports identifying major activities completed, anticipated deliverables, and any other issues identified to the Principal Investigators and Executive Director. The Working Group will provide periodic feedback on activities and issues as appropriate to other working groups, the Leadership Team, the CCIT, and CEWG.
13. Modifications to the Charter
Final approval for this Working Group Charter will be provided by the Principle Investigator and the Executive Director.