

## RDA Council March 8, 2015

### AGENDA

**Note:** The three topics on the agenda are all somewhat interrelated and should be informed by established RDA governance policies and processes. I have compiled a summary of those documents in **file-01 Governance Background**.

### Attendees

Doris Wedlich

Satoshi Sekiguchi

John Wood

Juan Bicarregui

Walter Stewart

Tony Hey

Andrew Treloar

Fran Berman

Ross Wilkinson

Michael Stanton

Mark Parsons

Patrick Cocquet

Kay Raseroka

Minutes – Kathy Fontaine

### 13:30 Opening – Fran

- Approval of Minutes from last time — **files 02a ,02b, 02c (action status)**
- Approval of Agenda

Michael moved to approve both sets of minutes; John seconded. The minutes were approved unanimously.

The agenda was then approved unanimously (Tony moved to approve; Kay seconded) with an additional topic, including discussion on the Strategic Planning Consultation meeting held the day before.

#### **13:40 Roles of Council, especially in light of the new RDAC. — Lead: Doris**

In Rome while discussing the [“Appropriate Activity of RDA Council Members”](#) we agreed that it would be good to continue the discussion and define more specific roles for Council members. We agreed that all had a general ambassadorial role, especially to their regions and professional sectors, but that may have evolved somewhat with the new RDAC. The strategic planning session is also likely to inform future Council activity. How does that impact individual member roles?

Desired outcomes:

1. General agreement on the overall role of Council and agreement on specific roles around relationships and engagement with RDA funding agencies.
2. Agreement on key messages to convey to contributors on Monday
3. More specific roles identified for particular individuals or subgroups (including Nomination Committee—see below)

Action: Mark will draft a formal response to RDAC’s request, and John and Fran will review and prepare the final response.

Action: Mark will work with Doris on developing a note to the membership regarding RDACs new role.

Action: A subgroup will established to develop initial guidelines, and should develop the Terms of Reference. John to lead; Juan and Ross to help, as will Mark, Doris, Kay, Michael, and Satoshi.

Action: Mark, Doris, Kay, Michael, Satoshi will then take the initial guidelines and test them for feasibility in their representative jurisdictions.

#### **14:00 Engagement strategy using interested countries as a test case — Lead: John with Mark**

Assuming Council accepts the new role of engaging with funding agencies, we need to define what is required in being an RDA “contributor”. Perhaps we can use Japan as a first test and see how it would extend to South Africa, Germany, Brazil, the Sloan Foundation, etc. Japan has nominally joined, but what does that actually mean financially? What should we present to them, and how should we approach them? Can we use this as a model for future contributors?

**Files 03a and 03b** are the latest international business plan and budget to inform the discussion. *Pay attention only to sections 9 and 10 of the business plan.*

Desired outcome:

1. General model for engaging RDA contributors, including a specific approach for Japan and Sloan and models for others.

Action: John, with Mark and Secretariat assistance, will develop the potential funding model in more detail (to target funding agencies, with three types of funding; with tiered plan). The first draft should be ready by Easter.

#### **14:30 Council Rotation process — Lead: Ross**

The governing documents of RDA indicate that Council members are to serve three-year (renewable) terms, with three members elected each year. A nomination committee is to develop a slate of three candidates each year who are approved by a general election of the membership. The Articles of Association refers to two co-chairs, but the general governance document states “Each year, Council will choose a chair elect, who will support the current chair for one year and then serve as chair in the following year.”

Current Council Members were appointed by our funding agencies in several phases over the last two years. We now need to figure out a process for getting to a regular steady-state cycle.

Desired outcomes:

1. Process for designating a nomination committee, possibly designate the committee
2. Initial rotation schedule or milestones

Action – Council to develop criteria for nomination - John and Juan to lead. This should be drafted by the June Council meeting.

Action – John to speak to Carlos, Claire, and Irene about the nominating committee

Action – Mark to develop a draft process for communicating the entire nominating and election process with the RDA membership

#### **14:50 AOB**

1. Thoughts and way forward based on yesterday’s Strategic Planning Consultation meeting –
2. OAB update

Juan – invoices went out to 22-25 organizations, worth roughly \$65k

3. Contributors meeting



A meeting is being held on Monday for current and potential contributors. Fran is opening up; Mark will brief them on activities, and then there will be general discussions on contributors' thoughts, needs, and a way forward.

#### 4. Plenary 6

Patrick announced that CapDigital will be the host for P6, in Paris, and that a video has been prepared by way of invitation.

**15:00 Close**