

Data Curation Common Knowledge Group Charter

June 28, 2017

1. Summary and Scope of Work

The Data Curation (DC) Common Knowledge Group (CKG) is a group of experts and pioneers in the area of curation of scholarly, educational, and research data including both physical and born digital, open and restricted. The DC CKG supports the work of researchers and academic libraries throughout the data lifecycle, from creation to access and reuse. Sponsored by the University of California Libraries, the DC CKG communicates with and provides support to the UC Libraries Advisory Structure (UCLAS), but does not make system wide policy decisions, manage projects or project teams, or oversee ongoing services.

To foster innovation in digital services related to supporting research and scholarship using data, the DC CKG openly communicates, meets regularly, and encourages broad participation from all levels of staff who are responsible for or involved in this area.

The DC CKG provides a forum for the members to:

- Explore and develop guidelines, best practices, and/or standards in data curation throughout the data lifecycle, as well as surface ideas for services including but not limited to:
 - Data creation and authentication
 - Data management
 - Data services training
 - Description, arrangement, and metadata
 - Rights and policies
 - Data repositories or other access and discovery systems
 - Data preservation
 - Outreach and promotion of open data use and reuse
- In collaboration with UCLAS, explore and facilitate the implementation of UC wide services, such as those provided by UC3
- Create an equal knowledge base through conference calls, symposiums, and workshops
- Share experiences and propose needed projects, plans, and developments

- Explore, establish, and share visions for the present and future
- Share information and /or collaborate when appropriate with CKGs working in related areas including but not limited to Born Digital Planning Group, Cataloging and Metadata, Preservation and Scholarly Publishing Group

The following knowledge areas are closely associated with this CKG, but are not the subjects of its activity:

- Archival Management Systems
- Born Digital Content
- Cataloging and Metadata
- Digital Humanities
- Open Access
- Preservation
- Project Management
- Scholarly Publishing

2. Key Expectations

The DC CKG will:

- Gather and share information about the environment, project opportunities, new technologies or practices, and local campus developments within the area of data curation
- Provide input and information to other UC Libraries groups as requested
- Serve as a knowledge base on data curation issues among the participating campuses
- Work collaboratively on emerging topics within the area of data curation and provide advice as needed
- Respond to queries and requests received from CoUL-appointed groups
- Develop, assess, and/or advance innovative ideas, services, and/or improvements relevant to the University of California Libraries System-wide Plan and Priorities
- Receive ideas from various UC constituents, discuss them, and assess potential for new system-wide services or service improvements

3. Membership and Terms of Appointment

Membership is open to all levels of staff responsible for or involved in data curation and closely related services at any California academic institution. To seek membership, interested parties must contact the DC CKG Chair.

Members from any UC campus and CDL are eligible to serve as DC CKG Chair and Vice Chair. Term length for Chair and Vice Chair will be 1 year each, with the Vice Chair succeeding the Chair at the end of their term. Appointments will rotate alphabetically through each UC campus and CDL, based on resource availability at each campus. Members may be appointed indefinitely dependent on their responsibilities and involvements in the area. Member(s) of the CDL may be appointed ex-officio member(s) of the group without term limit. Current members include:

Member Name, Position, and Contact

Berkeley

- Chris Hoffman, Manager, Informatics Services, UC Berkeley, chris_h@berkeley.edu
- Kendra Levine, Research, Data, and Web Services Librarian, UC Berkeley, kklevine@berkeley.edu
- Lisa Rowison de Ortiz, Head, Catalog & Metadata Services, UC Berkeley, lrowliso@library.berkeley.edu
- Lynne Grigsby, Head of Library Applications and Publishing, UC Berkeley, lgrigsby@library.berkeley.edu

CDL

- Perry Willett, Digital Preservation Services Manager, CDL, perry.willett@ucop.edu
- Stephanie Simms, Research Data Specialist, CDL, stephanie.simms@ucop.edu
- Joan Starr, EZID Service Manager, CDL, joan.starr@ucop.edu
- John Borghi, CLIR Postdoctoral Fellow, CDL, john.borghi@ucop.edu
- Daniella Lowenberg, Research Data Specialist, CDL, daniella.lowenberg@ucop.edu

Davis

- Vessela Y. Ensberg, Associate Director, Data Management Program, UC Davis, vensberg@ucdavis.edu

Irvine

- Danielle Kane, Interim Data Management & Curation Librarian / Emerging Technologies, UC Irvine, danielle.kane@uci.edu
- Shu Liu, Digital Scholarship Librarian, UC Irvine, shu.liu@uci.edu
- Laura Smart, Head, Digital Scholarship Services, UC Irvine, lsmart@uci.edu

Los Angeles

- Bethany Myers, Research Informationist, UCLA, bethanyh@gmail.com
- Tony Aponte, Science and Engineering Librarian, UCLA, tjaponte@g.ucla.edu
- Tim Dennis, Director, Social Science Data Archive, UCLA, tdennis@library.ucla.edu

Merced

- Emily Lin, Head of Digital Assets, UC Merced, elin@ucmerced.edu
- Jerrold Shiroma, Digital Assets Librarian, UC Merced, jshiroma@ucmerced.edu

Riverside

- Brianna Marshall, Director of Research Services, UC Riverside, brianna.marshall@ucr.edu
- Katherine Koziar, Engineering Librarian, UC Riverside, katherine.koziar@ucr.edu
- Michele Potter, Engineering Librarian, UC Riverside, michele.potter@ucr.edu

San Diego

- Cristela Garcia-Spitz, Digital Library Development Project Manager, UC San Diego, cgarciaspitz@ucsd.edu
- Reid Otsuji, Data Curation Specialist Librarian, UC San Diego, rotsuji@ucsd.edu
- Ho Jung Yoo, Technical Analyst, UC San Diego, hjsyoo@ucsd.edu
- Ryan Johnson, Metadata Specialist, UC San Diego, rejohnson@ucsd.edu

San Francisco

- Polina Ilieva, Head of Archives and Special Collections, UC San Francisco, Polina.Ilieva@ucsf.edu
- Ariel Deardorff, Data Services Librarian, UC San Francisco, ariel.deardorff@ucsf.edu
- Charles Macquarie, Digital Archivist, UC San Francisco. Charles.Macquarie@ucsf.edu

Santa Barbara

- Tom Brittnacher, Geospatial Data Curator, UC Santa Barbara, tombritt@ucsb.edu
- Greg Janée, Director, Data Curation Program, UC Santa Barbara, gjanee@ucsb.edu
- Thomas Padilla, Humanities Data Curator, UC Santa Barbara, thomaspadilla@ucsb.edu

Santa Cruz

- Ann Hubble, Digital Services Librarian, UC Santa Cruz, ahubble@ucsc.edu
- Christy Caldwell, Science & Engineering Librarian, UC Santa Cruz, caldwell@ucsc.edu
- Christy Hightower, Science & Engineering Librarian, UC Santa Cruz, christyh@ucsc.edu
- Lucia Orlando, Research Support Services Librarian, UC Santa Cruz, luciao@ucsc.edu

4. Communication and Meetings

The DC CKG communication responsibilities are to:

- Maintain an email list for use by the DC CKG; CKGs with open membership will maintain lists open to all interested California academic institutions
- Post and maintain a historical record of meeting minutes and reports, accessible to all interested California academic institutions

This CKG will communicate regularly through these forums:

- Email Listserv: DCCKG-L@LISTSERV.UCOP.EDU
- Wiki: <https://wiki.library.ucsf.edu/display/UCLCKG/Data+Curation+CKG>
- Virtual monthly meetings announced via the wiki and the listserv