

Coalition Publi.ca

Stakeholder Advisory Committee

Terms of Reference

Last updated: February 22, 2019

Context

Coalition Publi.ca is a joint partnership initiative of two key Canadian-based projects, Érudit and the Public Knowledge Project (PKP). Coalition Publi.ca is funded by the Canada Foundation for Innovation through its Major Science Initiative Fund (2017-2022) and its Cyberinfrastructure Initiative (2017-2020) in order to build and sustain a national Canadian publishing, dissemination, and research infrastructure that offers services to both the French- and English-language scholarly publishing communities.

Coalition Publi.ca aims to achieve a purpose common to both Érudit and PKP: to generate and support innovation in the Canadian digital scholarly publishing sector through advanced technological development and meaningful community participation. It encourages the transition to open access for journals in the social sciences and humanities through sustainable financial support provided by partnerships with libraries, government agencies, universities, and other related institutions.

Coalition Publi.ca builds local capacity and publishing expertise by working with Canadian scholarly societies, universities, libraries, and other publishers and believes in the strategic importance of national, public data stewardship and open technological infrastructures in order to support all activities of the research lifecycle.

Structure

Coalition Publi.ca's partnership structure is comprised of three committees: the Steering Committee, the Stakeholder Advisory Committee and the International Advisory Committee.

The Steering Committee is mandated to gather advice from the Stakeholder and International Advisory Committees, and to make recommendations to the governance bodies of PKP and Érudit, who are ultimately responsible for Coalition Publi.ca. The Steering Committee has received this mandate from the governance bodies of PKP and Érudit.

Objectives

The Stakeholder Advisory Committee will provide advice, recommend action, and oversee activities that enable the realization of the following objectives:

- Ensure tangible support and guidance to Coalition Publi.ca in order for it to be sustained and developed in the future;
- Explore models and recommend governance and structural changes to meet the evolving needs of Coalition Publi.ca;

- Participate in the development and monitoring of a strategic plan and its objectives.
- Ensure that CFI program goals are reached:
 - MSI: contribute to the ongoing operation and management needs of national research facilities for which the loss of absence of support would represent a serious setback for Canada;
 - Cyberinfrastructure: enhance the capacity of Canadian institutions and researchers to conduct leading-edge research in areas of demonstrated strength by supporting the infrastructure needs of computationally- and data-intensive research.

Roles and Responsibilities

- Advise Coalition Publi.ca on issues and strategic directions related to governance and organizational structure;
- Advise and participate in strategic planning development and implementation of a strategic plan;
- Advise on priorities for Coalition Publi.ca's infrastructure development, service models, and related activities;
- Provide advice on ongoing sustainability.

Membership

The proposed membership includes the following:

- A representative from each of the following stakeholder groups:
 - Canadian Association of Research Libraries (CARL);
 - Canadian Research Knowledge Network (CRKN);
 - CANARIE/Research Data Canada (RDC);
 - Compute Canada;
 - Federation for the Humanities and Social Sciences;
- Discretion to appoint up to three (3) members from the Canadian SSH community (journal editors);
- Érudit's Executive Director (ex officio);
- PKP's Managing Director (ex officio);
- CRKN staff member (ex officio).

The Stakeholder Advisory Committee will choose a Chair from among their number, who will serve for a period of two years.

All appointments to the Stakeholder Advisory Committee will be for two-year, renewable terms. In the case of a vacancy on the Stakeholder Advisory Committee, the relevant stakeholder may make a new appointment, and the person so appointed will serve out the remainder of the original term.

Staff members or other advisors may be invited to attend meetings of the Stakeholder Advisory Committee by the Chair or the Érudit and PKP directors.

Agenda and Meeting Schedule

- Érudit's Executive Director, PKP's Managing Director, and the Chair will develop the agendas. Members are encouraged to suggest points to be discussed.
- Agendas and supporting materials will be distributed no later than one week before the meeting.
- Committee meetings will normally occur three to four times annually and will generally last no more than 1 hour.
- Most meetings will be held by videoconference. The committee may meet in person once annually.
- Meeting agendas and notes will be available on Google Drive.

Commitment of Committee Members

All members of the Stakeholder Advisory Committee will act with honesty and integrity in their work.

Committee members will seek to reach consensus wherever possible. If a vote is required, a majority of votes will prevail.

Members should be able to attend and participate in most meetings. In cases where they are not able to attend, they can clear an alternate with Érudit's Executive Director, PKP's Managing Director, and the Chair.