



## International Advisory Committee

### Terms of Reference

**Last updated:** March 11, 2022

#### Context

Coalition Publica is a partnership between Érudit and the Public Knowledge Project (PKP) to advance digital scholarly publishing, open access dissemination and research capacity in the humanities and social sciences in Canada.

Coalition Publica builds on established relationships to leverage existing initiatives, develop new services, increase knowledge and engagement, and work collaboratively towards an equitable and sustainable open access environment in Canada. Coalition Publica's committees and community contribute their specialized knowledge, guidance, and relationship-building capacity to achieve these shared goals.

Coalition Publica is funded by the Canada Foundation for Innovation and the Social Sciences and Humanities Research Council of Canada to build and maintain a national Canadian publishing, dissemination, and research infrastructure that offers services to both the English- and French-language scholarly publishing communities.

#### Structure

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

The governance bodies of PKP and Érudit, who are ultimately responsible for Coalition Publica, have mandated the Steering Committee to gather advice from the Stakeholder and International Advisory Committees, and to make recommendations. User groups report to the Stakeholder Advisory Committee.

## Objectives

The International Advisory Committee will provide advice and insight, to help realize the following objectives:

- Ensure that Coalition Publica's infrastructure and services meet international technological standards and support world-class research;
- Position Coalition Publica in the international open access environment;
- Ensure that new development opportunities relevant to the Canadian context are assessed and pursued.

## Roles and Responsibilities

- Assess Coalition Publica's infrastructure and services to ensure they meet international technology standards and that they will continue to serve and to promote world class research;
- Encourage communication and collaboration with similar international platforms/infrastructure and the sharing of best practices;
- Provide advice on the strategic plan prepared by the Steering and Stakeholder Advisory Committees;
- Advise on strategic developments required to improve services to the community and to actively promote world class research;
- Recommend innovative best practices from similar research and technological environments;
- Identify priorities for the initiative's national and international technological development.

## Membership

- A representative from an international university library association;
- A representative from an international publishing association;
- A representative from an international open access advocacy organization;
- A representative from an international infrastructure fostering digital research in the humanities and social sciences;
- A representative from a not-for-profit platform dedicated to the digital production and dissemination of national or regional research outputs in open access;
- An experienced manager in strategic areas related to the development of Coalition Publica (ex: intellectual property in an open access and open science context);
- Discretion to appoint up to two (2) members from the international SSH community;
- Érudit's Executive Director (ex officio);
- PKP's Operations Director (ex officio);
- Érudit and PKP will each appoint one affiliated researcher.

Members will be selected based on their experience, complementarity and interest in the development of open, community-owned, and non-commercial publishing and research infrastructures.

Coalition Publica supports the principles of equity, diversity and inclusion (EDI). As part of this commitment, one line of effort seeks to ensure that the membership of its committees and groups encourages a wide range of perspectives and the equitable participation of all members of the community. We will work to deliberately include representation across many vectors of diversity such as sex, gender, disability, Indigenous identity, ethnic background, sexual orientation, religion, age, language, lineage, immigration, geographic location or socioeconomic status.

The International Advisory Committee will choose a Chair from among their number, who will serve for a period of two years. The Chair of the committee will also serve as member of the Steering Committee.

All appointments to the International Advisory Committee will be for two-year, renewable terms.

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

## Agenda and Meeting Schedule

- The Chair and the Érudit and PKP directors will prepare the agendas and welcome other members 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 once two to three times a year and will generally last no more than 1 hour.
- Meetings will be held by teleconference or videoconference.
- Meeting agendas and notes will be available on Google Drive.
- Ongoing communication will take place via email.

## Commitment of Committee Members

All members of the International Advisory Committee will act with honesty and integrity in their work, and will follow Coalition Publica's [Principles and Practices for Bilingual Meetings](#).

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 the Chair.