

# Science Data Coordinator Network Team Charter

*Original: October 31, 2011*

*Revised: February 7, 2012*

## **Background**

The USGS serves the Nation by providing reliable scientific data and information to describe and understand the Earth, minimize loss of life and property from natural disasters, manage water, biological, energy, and mineral resources, and enhance and protect our quality of life. The USGS Science Strategy builds on these strategic capabilities with focused efforts on multidisciplinary and integrated science objectives to support decision-makers as they address increasingly complex societal issues.

Despite our long history of developing high-quality data and information products used throughout the nation and the world, within the USGS there is a critical need to improve and modernize the stewardship of our data and information assets, and promote their preservation, integration, discovery, access, and delivery for near- and long-term science objectives. The legacy of USGS data and information products are a national resource that will be increasingly important to future generations of scientists and citizens.

In support of the Science Strategy, the Core Science Systems (CSS) Mission Area, in partnership with the Geographic Areas, is initiating a Science Data Coordinator Network (SDCN). The SDCN will address current and cross-cutting information management issues, expedite access to the entire portfolio of USGS authoritative information assets and products, and increase the success and impact of collaborative science projects in meeting local, multidisciplinary, and strategic science objectives.

## **Vision**

The vision for the SDCN is that it will promote increased communication, education, cooperation, and information-sharing across and within the Geographic and Mission Areas by developing a networked community of practitioners among researchers and information management specialists. The network will provide a conduit and framework for activities that help connect information investments across multiple discipline, geographic, temporal, and political boundaries, while assisting with identification and prioritization of local science and information management requirements. By building upon existing data investments and expertise, SDCN will support the deployment of more consistent data management and long-term preservation practices, and help facilitate the integration, discovery, access, and delivery of information assets developed at the USGS.

The SDCN will partner with Geographic and Mission Area information specialists and researchers to improve collaborative science efforts and to support complementary activities that recognize ongoing congressionally-mandated activities under way in the USGS. The SDCN will be an active network that connects capabilities in the organization while supporting local science, provides an impetus for more interdisciplinary scientific research (via USGS Powell Center and Community for Data Integration activities), and increases visibility and access to the USGS information asset base for USGS researchers and the public. The initial focus of the SDCN will be on identifying and prioritizing local science and information management requirements, and to provide recommendations to the Executive sponsors.

## **Scope**

The SDCN was launched at the Community for Data Integration (CDI) annual workshop in August 2011. A formal SDCN Project Plan - to be developed by the membership - will define the scope of activities and success measures for the first year. Following the experience gained in the initial year, foundational aspects of the SDCN will be expanded to support more robust and collaborative efforts. This charter will be reviewed and revised as necessary to reflect changing priorities and requirements as the Network evolves.

Membership selection for SDCN is performed in consultation with Regional Executives and CSS management (SDCN Team membership list attached). Each of the Geographic Areas provides a member from its ranks, and four additional members coordinate the Area activities within CSS. SDCN members can expect to spend up to 10% of their time on SDCN activities, although some members may find a high degree of overlap between Team activities and relevant assignments in their Program/Center. Should the SDCN continue beyond fiscal year 2012, the duration of each member's participation in the Network will be determined by the respective Regional Executive.

Executive leadership and sponsorship will be provided by Kevin Gallagher as the Executive Sponsor and Cheryl Morris as the Champion. These roles will be responsible for representing the network to USGS senior management (Associate Directors and Regional Executives), reviewing recommendations from the network, and presenting the recommendations to senior management for endorsement and adoption. Primary logistical support will be coordinated by the CSS through the CSS SDCN members.

The SDCN will be self-organizing around specified project tasks to effectively address the mission, objectives, deliverables, and timelines specified in the SDCN Project Plan. Coordinators should plan to communicate with their Regional Executives, Center Directors, and area staff as well as participate in Geographic Area meetings, SDCN meetings and workshops, the Community for Data Integration, and other relevant forums.

## **Goals**

The goals of the SDCN are to work independently and through CDI to:

- improve the information management profile of the USGS;
- identify expertise and capability in USGS to establish a network of science data coordinators;
- facilitate access to, and availability of, USGS data and information;
- foster communication to characterize and address local science data, information, and data management needs;
- assist the deployment of educational materials and data management services, best practices, and priorities in support of research and enterprise-wide goals; and
- develop linkages for sharing data and applicable resources, expertise, and infrastructure among Science Centers, Mission Areas, Geographic Areas, and Core Science Systems to expedite Strategic Science goals.

## **Budget**

Travel support may be available for up to two face-to-face meetings during the year. Unless otherwise determined, meetings will be held in Denver, Colorado, to take logistical advantage of SDCN representatives and support located in the area, thus reducing travel costs.

Additional financial resources may be allocated through CDI to develop specific deliverables and Bureau-wide solutions developed under the SDCN. Additional technical support may be authorized through the use of subject matter expert working groups throughout the organization.

**Communication**

Phone conferences, WebEx communications, and Web tools will be utilized to communicate and coordinate activities in the SDCN. A Lotus Notes email group will be maintained and a collaborative space will be available on the CDI Web site:

<https://my.usgs.gov/confluence/display/sdct/Science+Data+Coordinator+Network>.

## SDCN Team Membership List

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The Science Data Coordinator Network Team consists of CSS Senior Managers, CSS Science Data Coordinators, and a Science Data Coordinator from each Geographic Area. Membership in the SDCN will continue to be determined in consultation with Regional Executives and the CSS Executive Sponsors.

The initial SDCN Team members include:

Kevin Gallagher, Executive Sponsor

Cheryl Morris, Champion

<b>CSS SDCN Members</b>	<b>Geographic Area</b>	<b>Geographic Area SDCN Members</b>
Marcia McNiff	Northeast Area	Steve Tessler
	Midwest Area	JC Nelson (primary) Jessica Thompson
Jean Freeney	Southeast Area	Heather Henkel
	South Central Area	Leslie Armstrong
Jennifer Carlino	Rocky Mountain Area	Dave Ferderer
	Northwest Area	Jennifer Bayer
Julie Prior-Magee	Southwest Area	Derrick Hirsch
	Alaska	Carl Markon