



Portage Advisory Committee

The Advisory Committee (AC) will advise the CARL Directors Portage Steering Committee on directions and priorities during the approximately two-year transition period when operational services are established for a network of expertise and collaborative platforms are developed for RDM services. The AC will also advise on the preparation of plans for Portage beyond this period, specifically helping the Portage Director prepare Governance and Business models for ongoing operations. Furthermore, it will review and advise on operating principles, policies, and procedures and will identify priorities for investment and areas for development.

Membership

Membership of the Advisory Committee will be drawn from the following stakeholders who represent existing relationships with CARL Portage:

1. A member who is a Vice-President Research (Chair);
2. A CARL member from each of the four regional academic library consortia chosen by the region;
3. A member from national organizations representing research data management services and professionals from universities. Currently, this includes Compute Canada, CARA, CAREB, and CUCCIO;
4. A member representing Research Data Canada
5. A member representing the Leadership Council on Digital Infrastructure
6. A member representing the UK Digital Curation Centre
7. One or more members representing any organization with whom CARL Portage has a substantive formal agreement, if not already named by an aforementioned affiliation.
8. *Ex officio*: CARL President, CARL Vice-President, Portage Director, CARL Executive Director

The Selection Process for the Membership on the Advisory Committee

The process for appointing members to the AC will consist of inviting each organization in the membership list above to nominate a participant. The final membership will be approved by the CARL Board.

Term of Office

The members of the Advisory Committee will serve for two years beginning January 2016.

Filling a Vacant Position

In the event that a member steps aside before completing her or his term, the CARL Board will invite the organization that this person represents to recommend a replacement member.

Frequency of meetings

The AC will meet in person at least once a year and otherwise will conduct its business through virtual meetings. A minimum of two meetings will be held per year and will be called by the Chair of the AC. Any additional meetings may be called through consultation with AC members.

Participation support

While CARL will support the direct meeting costs (meeting rooms and hospitality), participants will be responsible to cover travel and accommodation expenses.