

Terms of Reference: International Data Management Committee (IDMC)

Updated: August 2021

Mandate: The committee reports to OTN's Executive Director and provides oversight to ensure the OTN data management model is implemented and operated reliably and efficiently. The committee will:

- Assess progress toward the OTN Data Management Plan and recommend updates as the global data management landscape changes.
- Periodically review the OTN data-related policies (including the OTN Data Policy) and provide recommendations to the OTN Council (via the Executive Director) on changes to policies and/or their associated procedures.
- Advise on internationally recognized standards and best practices for all aspects of data management, including quality assurance and quality control.
- Identify new opportunities for data synergies among network partners.
- Identify and share data-related funding opportunities to support and enhance OTN's data management and operations.
- Provide feedback on the OTN Strategic Plan, as it pertains to data management.
- Advise on equity, diversity, and inclusion as they pertain to the data management efforts relating to OTN.
- Report as needed to the OTN council, via the Executive Director.

The IDMC meets twice annually and key outputs of the meeting are reported to Council via the Executive Director.

Membership:

The IDMC consists of up to 12 voting members, each from a unique institution, who are appointed by the OTN Executive Director. Membership strives to be reflective of the diverse groups that make up the global network, and includes national and international telemetry, oceanography, marine policy and data experts. Furthermore, the membership structure will be adaptive, and the IDMC can elect to change the number of seats or designated representation based on the changing composition of the global network or required expertise. The membership also includes Director of Data Operations, Director of International Data Systems, Senior Operations Manager and the Executive Director (all non-voting).

The members of the IDMC committee serve a two-year term (renewable), beginning April 1st of the year of appointment. Membership can be terminated after three consecutive missed meetings or otherwise determined before the end of the two-year term. The IDMC Chair will be selected by the Executive Director. Members are encouraged to designate alternates for periods when they cannot attend IDMC meetings. Where possible, such alternates should be ECPs (Early Career Professionals) to provide opportunities for ECPs to gain advisory committee experience, develop the next generation of leaders and help to plan for succession.