

# ITU Research Data Management Policy

## Goals:

To facilitate research that is credible and transparent

To ensure that data is Findable, Accessible, Interoperable and Reusable (FAIR principles)

To facilitate research data being made freely accessible **EXCEPT when this is in conflict with** legal or contractual obligations, current regulations, research ethics, privacy, confidentiality or intellectual property rights

# ITU Research Data Management Policy

## Purpose:

To support departments, researchers and research staff in conducting research data management in accordance with field-specific best practices

To ensure, where appropriate, that primary materials and research data are available to support research findings and to contribute to other research projects

To enable, where appropriate, making research data available to support Open Science

To help align with requirements from funders and publishers

To promote visibility and recognition of ITU's research

# ITU Research Data Management Policy

- Basic outline of the policy
- Expectations and obligations
- Timeline
- Questions to consider

## Definition

Research data management is planning for and organizing the collection, analysis, storage, reuse and disposal of research data

## Scope

Applies to research data collected and/or used during ITU research activities

# Research Data Management Policy

## Research data

The material, data, records, files, and other evidence underpinning the research projects' findings or outcomes

## Primary material

Any material that forms the basis of the research

## Data

Detailed records of the primary materials that comprise the basis for analysis that generates results/findings/outcomes

# Research Data Management Policy

## General Principles – research data should be:

- a. Recognized as valuable
- b. Taken into consideration (when commencing a project)
- c. Stored securely and appropriately
- d. FAIR - Findable, Accessible, Interoperable, Reusable
- e. Retained following discipline-specific best practices, otherwise for a minimum of five years after publication
- f. Appropriately disposed
- g. Managed in line with ethical protocols, confidentiality
- h. Compliant with legal requirements

# Expectations and obligations

## PI/Main researcher must

Ensure researchers under their management conduct research data management in accordance with policy

## Researchers must

- Ensure data are managed in line with best practices
- Organize data storage such that results can be assessed, procedures can be retraced and, when relevant, research can be reproduced
- Decide what to store and for how long
- Plan for appropriate data disposal approaches
- Manage access to their research data

# Expectations and Obligations

## IT University of Copenhagen must:

- Provide a data storage system that allows researchers to manage their data responsibly (storage space, access control, backup capabilities)
- Provide a research data catalogue to enable FAIR
- Provide education and training in data management
- Provide advice on practice, legal issues & infrastructures
- Develop and maintain common systems and infrastructures for research data management



# Timeline

- Nov 20 – draft of the policy presented to faculty
- Feb 28 – collection of feedback
- Mar 15 – working group implements feedback
- April 1 – new draft of policy presented to faculty & staff
- May 30 – collection of feedback
- Jun 30 – finalized policy sent to executive management for final approval

# Questions to consider

- Are we in agreement with the general principles?
- Are new faculty responsibilities reasonable and realistic?
- Are ITU's institutional responsibilities sufficient and realistic?
- Are existing technical infrastructures sufficient?
- Are existing administrative infrastructures sufficient?

Yes we are all busy, so...

- Immediate ideas and feedback – please send email to the department mailing list so that others can respond and discuss
- December 12 + January/February faculty meetings could include short workshops on RDM allowing everyone to discuss and consider options and requirements