



GOVERNANCE

A Global Sustainability Coalition for Open Science Services (SCOSS)

V3, August 2019

1. Governance structure

The SCOSS Executive Group (SCOSS EG)

The SCOSS Executive Group oversees the day-to-day operation of the Coalition and calls for (funding) proposals. The SCOSS EG reports to the SCOSS Board.

The SCOSS Executive Group has a Chair, to be appointed by the SCOSS Board. The Chair will serve for a period of 2 years.

The SCOSS EG is composed of representatives of the members of the Global Sustainability Coalition for Open Science Services or by experts proposed by the SCOSS Board. They may be the same members as the SCOSS Advisory Group.

It is responsible for:

- managing the SCOSS Board and SCOSS Advisory Group;
- managing funding calls including reviewing applications for completeness;
- managing SCOSS meetings
- managing communication structures between SCOSS Board members and SCOSS Advisory Group members, and with applicants;
- raising concerns to the SCOSS Board fed back via the Chair of the SCOSS AG
- managing a risk register, and
- communicating to the public on SCOSS.

The SCOSS Board

The SCOSS Board is the decision-making body of the Coalition.

The Board is composed of representatives from member organisations of the *Global Sustainability Coalition for Open Science Services*. The SCOSS Board needs to have representatives from the research funding and/or research performing organisations, incl. libraries and researchers. Ideally, people who serve on the SCOSS Board may not also serve on the SCOSS Advisory Group although this may not always be practical for small organisations but should be striven for.

The SCOSS Board is advised by the SCOSS Advisory Group (see below) that proposes applications for funding based on its expertise.

The SCOSS Board has a Chair, which is elected by members of the SCOSS Board. The Chair will serve for a period of 2 years.

SPARC Europe may exercise the right to have two SPARC Europe Board members on the SCOSS Board since it oversees the finances and management of SCOSS.

The Board appoints the SCOSS Executive Group.

The SCOSS Board meets at least twice a year.



It is responsible for:

- monitoring progress
- strategic development
- deciding on applications for funding

The SCOSS Advisory Group (SCOSS AG)

The SCOSS Advisory Group (AG) is the advisory body of the SCOSS Board.

The SCOSS AG is composed of representatives of the members of the Global Sustainability Coalition for Open Science Services or by experts proposed by the SCOSS Board provided they do not require payment. People who serve on the SCOSS AG may not also serve on the SCOSS Board unless agreed with the Board Chair.

They will serve for a period of 2 years. They may propose another representative to stand in their place in their absence.

The SCOSS Advisory Group contains advisers with strong policy, technical and financial capacities amongst its members.

The SCOSS Advisory Group has a Chair, which is elected by members of the SCOSS AG. The Chair will serve for a period of 2 years.

The SCOSS AG is responsible for:

- evaluating funding proposals;
- making informed proposals to the SCOSS Board for funding; and
- maintaining a list of strategic areas in Open Access and Open Science upon which to base funding choices.

2. Governance process

In short, the governance process of the Global Sustainability Coalition for Open Science Services starts with the SCOSS Executive Group conducting the day-to-day work of the Coalition. It facilitates communication between members of the Coalition and also between the Coalition and funding applicants and the public. The SCOSS Advisory Group is the advisory arm of the Coalition and reports and makes informed proposals to the SCOSS Board. The SCOSS Board is the decision-making body of the Coalition, and also deals with issue and risk management and conflict resolution.

3. Decision-making structure

Decisions are taken by majority vote with a casting vote by the Chair of the acting governing body.

The SCOSS Board and SCOSS Advisory Group shall not deliberate and decide validly unless a majority of two-thirds (2/3) of its members are present or represented. Except in cases related to strategy amendments, member issues and information dissemination where agreement is to be reached unanimously. Where decisions are to be taken unanimously, all *Parties* must be represented at the specified meeting be it a SCOSS Board meeting, or a SCOSS Advisory Group Meeting. For example, if a member defaults, decisions will be reached unanimously with the exception of the defaulting partner.

When voting, each Coalition member shall have one vote either during disputes or when accepting proposals from the SCOSS Advisory Group.

Decisions may be taken in meetings, via teleconference/skype and/or via email.



4. Issue, conflict and risk management

Disputes will be dealt with by the SCOSS Board.

All parties may raise an issue regarding SCOSS progress and operations to the Chair of the SCOSS Executive Group who passes this on to the SCOSS Board Chair.

The SCOSS Executive Group will manage a risk register that records any risks to the initiative and how to mitigate them.