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# Services and Technology Steering Group

## Terms of Reference

### 1. Role/Purpose

The Services and Technology Steering Group (STSG) is responsible for providing expertise and advice on DataCite's product and technology development. The group is suggesting and reviewing product and technology solutions to evaluate their impact and effectiveness. The STSG aligns its work with the CESG so that product and technology are aligned with DataCite's community engagement efforts. The STSG works with several DataCite Working Groups, listed below.

### 2. Governance

The STSG is an advisory group. The work of the STSG is overseen by the DataCite Board.

### 3. Membership

#### a. Term

STSG members are elected for a 2-year term. This term is renewable.

#### b. Process to be elected

Any DataCite member can nominate an expert to serve on the STSG. The STSG aims for having between 10 and 15 members. STSG membership is decided by the STSG chair, after consultation with the DataCite Product Engineering Director. Member terms are renewed through appointment by the chairs. The seat is held by the individual representative, but we ask that the organization approves the nomination. When members rotate off the steering group there is an open call for new members.

#### c. Types of roles

Members will be chosen based on their specific expertise. We strive for diversity and are therefore looking to include members from different genders, regions, backgrounds, and types of organizations. While the STSG is open to representatives from non-member organizations, the majority of group members will be from DataCite member organizations.

### 4. Roles and Responsibilities

The STSG is chaired by a member of the DataCite Board, who is assisted by the Product Engineering Director and Technical Director to prepare the documents presented during

Steering Group meetings. Members of the Steering Group are expected to actively participate in Steering Group meetings, with some lightweight work between meetings.

## 5. Meetings

STSG meetings are held six times a year, as 2 hour virtual meetings every other month.

## 6. Lines of communication and coordination

STSG members communicate via a dedicated mailing list ([services@datacite.org](mailto:services@datacite.org)), or via the personal email of the group chair and the DataCite Directors assisting him.