Services and Technology Steering Group

Terms of Reference

Last updated January 2026

1. Purpose

The Services and Technology Steering Group (STSG) is responsible for providing expertise and advice on DataCite's services and technical development. The group helps to guide DataCite's product and engineering work by discussing planned activities and providing input on technical approaches and service design. The STSG coordinates its work with the Community Engagement Steering Group (CESG) so that product and technology activities are aligned with DataCite's community engagement efforts.

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. Appointment process

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 leadership team. Member terms are renewed through appointment by the chair. 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 one or more designated DataCite staff members to prepare the documents presented during Steering Group meetings. The chair's term is aligned to the term of Board membership.

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 four times a year. Each meeting is typically scheduled for 60 minutes as a virtual session.

6. Lines of communication and coordination

STSG members communicate via a dedicated mailing list or via the personal email of the group chair and the designated DataCite staff representative(s).