Data Management Support at Leiden University

Peter Verhaar | Leiden

7 september
Leiden University : Data Management Policy

BEFORE

✓ Write a data management plan (DMP)

DURING

✓ Secure storage: integrity, availability, confidentiality

AFTER

✓ Data must remain available for 10 years
✓ Data should be ‘FAIR’
✓ Provide documentation, metadata, software for reuse
✓ Archive data in a certified archive
Obstacles for researchers

- Lack of knowledge and skills
- Multitude of requirements and policies
- Unclear career incentives

Obstacles for research support

- Differences between disciplines
- Dynamic area of expertise
- Combination of local, national and international services
University-wide Data Management programme

- Three projects:
  1. Formulation of data management policy
  2. Training and education
  3. Development of catalogue of data management services

- Programme led by department of Academic Affairs; Project team includes employees from Leiden University Libraries and ICT Shared Service Centre
- Sounding board with researchers from all faculties
- Faculties and research institutes have actively provided feedback on data management policy
Catalogue of data management services

- Description of ca. 60 characteristics of DM services
- Description model largely based on policies from funders and publishers, evaluation protocols and code of conduct
- Concepts and terminology borrowed from models: Research data Life Cycle (UKDA), Data Curation Continuum (ANDS), Data publication pyramid and Curation Life Cycle Model (DCC)
- At present, ca. 50 services have been described
- Descriptions are all in English

https://vre.leidenuniv.nl/vre/lrd/
Information sheets

Data about, amongst other things

- Organisation
- Legal aspects
- Storage
- Target groups (disciplines and faculties)
- Phase in the research process (before / during / after)
- Funding
- Depositor and user agreements
- Metadata schemas
- Supported formats
- Costs
- Preservation strategy

Universiteit Leiden. Bij ons leer je de wereld kennen
Useful information for researchers:

- Which services can I use during the various stages of my research project?
- Which services are suitable for my discipline?
- Which services adhere my institutions data management policy?

<table>
<thead>
<tr>
<th>National</th>
<th>International</th>
</tr>
</thead>
<tbody>
<tr>
<td>B</td>
<td>D</td>
</tr>
<tr>
<td>✔</td>
<td>✔</td>
</tr>
<tr>
<td>✔</td>
<td>✗</td>
</tr>
<tr>
<td>✔</td>
<td>✔</td>
</tr>
<tr>
<td>✔</td>
<td>✔</td>
</tr>
<tr>
<td>✔</td>
<td>✔</td>
</tr>
<tr>
<td>✔</td>
<td>✔</td>
</tr>
<tr>
<td>✔</td>
<td>✔</td>
</tr>
<tr>
<td>✔</td>
<td>✔</td>
</tr>
<tr>
<td>✔</td>
<td>✔</td>
</tr>
<tr>
<td>✔</td>
<td>✔</td>
</tr>
<tr>
<td>✔</td>
<td>✔</td>
</tr>
<tr>
<td>✗</td>
<td>✗</td>
</tr>
<tr>
<td>✔</td>
<td>✔</td>
</tr>
<tr>
<td>✔</td>
<td>✔</td>
</tr>
<tr>
<td>✔</td>
<td>✔</td>
</tr>
<tr>
<td>✔</td>
<td>✔</td>
</tr>
<tr>
<td>✔</td>
<td>✔</td>
</tr>
<tr>
<td>✔</td>
<td>✔</td>
</tr>
<tr>
<td>✔</td>
<td>✔</td>
</tr>
<tr>
<td>✔</td>
<td>✗</td>
</tr>
<tr>
<td>✔</td>
<td>✔</td>
</tr>
<tr>
<td>✔</td>
<td>✔</td>
</tr>
<tr>
<td>✔</td>
<td>✔</td>
</tr>
</tbody>
</table>

✔ Meets all requirements  ❓ Partly meets all requirements
✗ Does not meet all requirements  ❓ Not applicable
Training and education

- Tailor-made interactive data management courses, for groups of PhD students, postdocs and other researchers
  - Sticks and carrots of data management planning, the principles of good data management and best practices in disciplines
  - Practical experiences with writing DMP
  - First courses taught to researchers at LU Centre for Linguistics and Leiden Academic Centre for Drug Research
- General introductory course “Data Management Policies and Planning”, open to all employees
- Many presentations and workshops on demand
- Educational materials
Next steps

- Faculties develop separate implementations of the central DM policy
- The implementation phase has a duration of 3 years (2016-2019)
- Catalogue of DM services will be developed further, in collaboration with national and international parties
- Development of local services
  - Collection and storage of data management plans
  - Encourage registration of data sets in CRIS
  - Promote the use of ORCID author identifiers
Universeit Leiden. Bij ons leer je de wereld kennen

Architecture
Important principles

- Pillars of data management implementation: policy, infrastructure, education
- Combination of top-down and bottom-up approach
- Stakeholder involvement
- Emphasis not exclusively on requirements but also on benefits
  - Reporting becomes easier
  - Increase impact
  - Less duplication of efforts
  - Reuse of data
Questions?

http://blogs.library.leiden.edu/researchdata/
https://vre.leidenuniv.nl/vre/lrd

p.a.f.verhaar@library.leidenuniv.nl
datamanagement@library.leidenuniv.nl.

Project team:
Laurents Sesink (Project Manager; Leiden University Libraries)
Michelle van den Berk (Leiden University Libraries)
Johan DeTollenaere (Science Faculty)
Floor Frederiks (Department of Academic Affairs)
Fieke Schoots (Leiden University Libraries)
Hans van Eck (ICT Shared Service Centre)
Peter Verhaar (Leiden University Libraries)