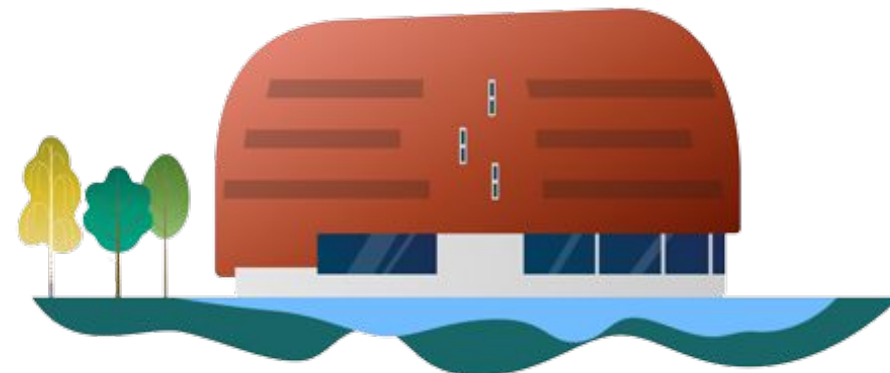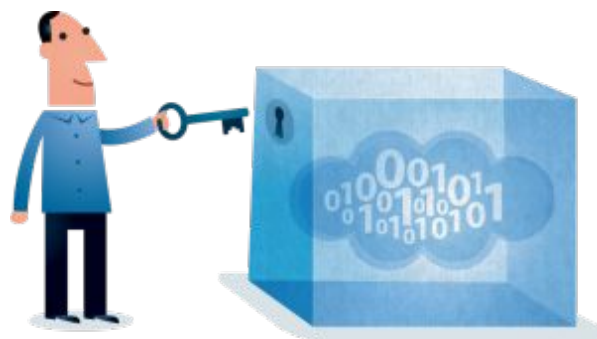# Onboarding at the University of Groningen Digital Competence Centre (UG DCC)


Dr Leon ter Schure
l.j.f.g.ter.schure@rug.nl
UG Digital Competence Centre

About the UG DCC

› Start in April 2021, successful two-year start-up phase

› Since April 2023 embedded as regular support service
  ▪ Organizationally part of the Center for Information Technology (CIT)
  ▪ Partnership of UG Library and CIT

› Team development
  ▪ 2021 - 4 fte
  ▪ 2023 - 8.3 fte
  ▪ 2024 - 11.84 fte (NWO call - vacancies for DS and RSE)
  ▪ 2025 & 2026 - approx. 12 fte
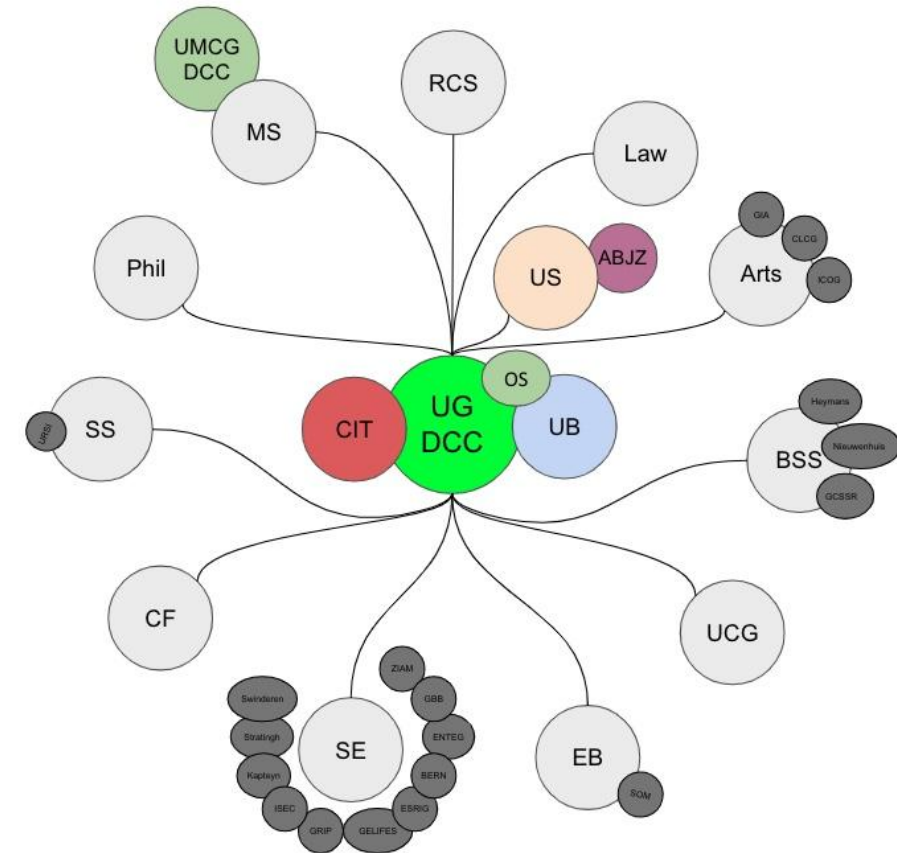
UG DCC is a network organization…
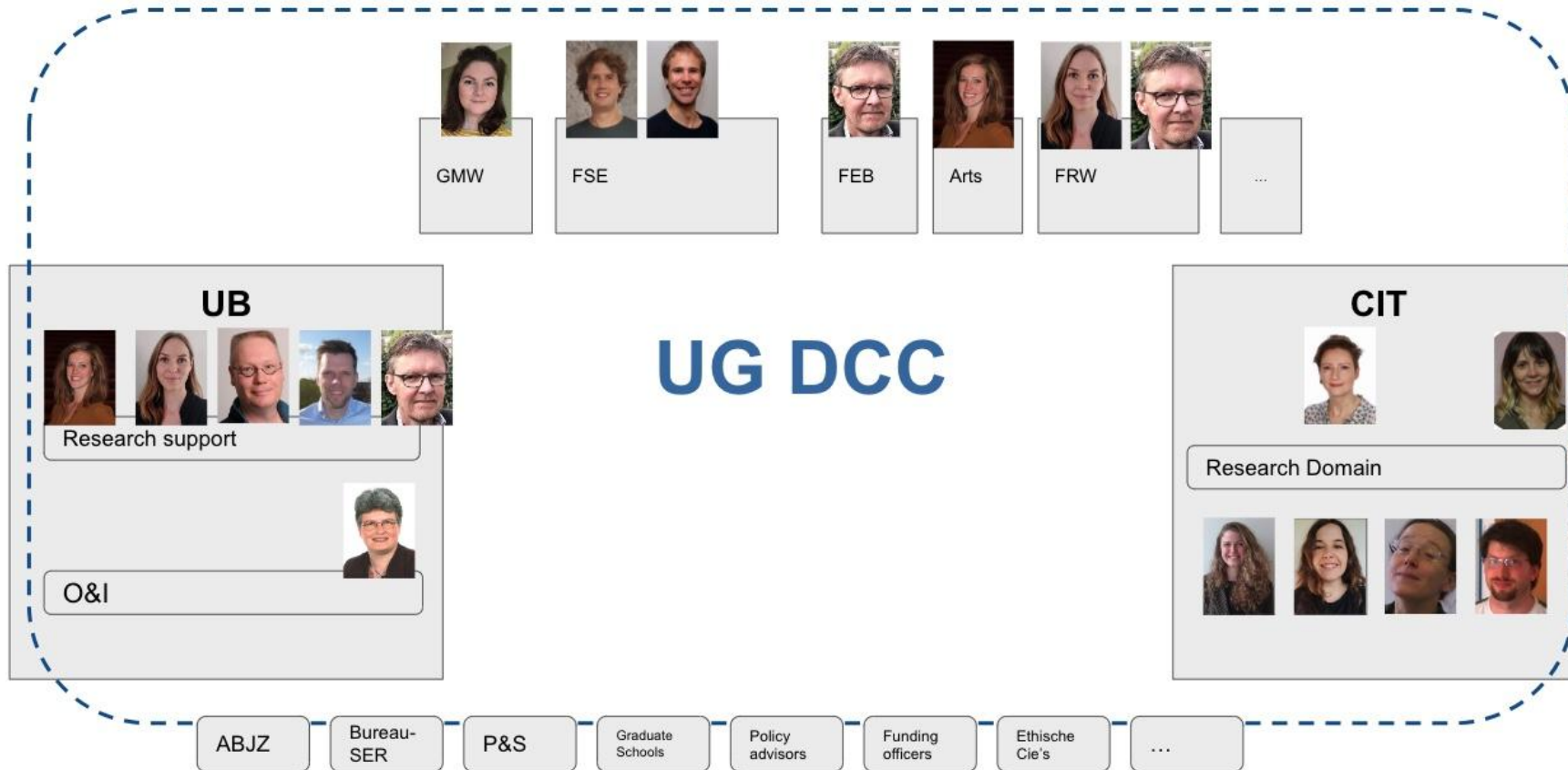
15 people (8.3 fte)
› Team lead
› 7 central
› 7 embedded or 'dedicated'
› Vacancy DS Training

Onboarding

› Has been a learning process (and it still is..)

› Introduction day new employees
› UG checklist for managers
  - what to do *before* the first working day
  - first working day
  - first weeks
  - after first month

› (More or less) standardized DCC **onboarding document**

Onboarding document

What is the DCC?
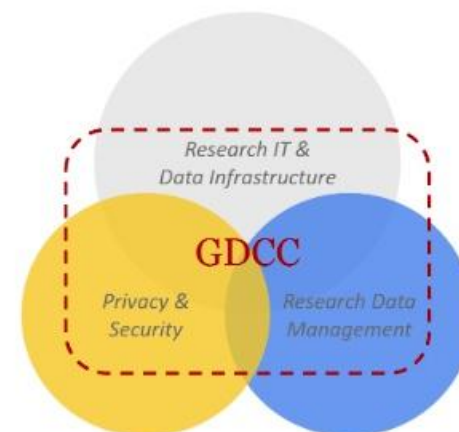
Onboarding document

What is the DCC?

Digital Competence Centre (UG DCC)

What is the DCC? What do we do? And what are our plans for the future?

In October 2019, the Dutch Research Council (NWO) presented its implementation plan *Investing in digital research infrastructure* - an integrated approach to digitisation in science, in order to strengthen the academic ICT infrastructure and associated expertise.[1] In December 2020, the UG and UMCG were awarded with funding (NWO) for setting up a Groningen Digital Competence Centre (GDCC).

The Groningen Digital Competence Centre consists of a partnership of the UG-DCC and UMCG-DCC. Both DCC's are separate organizations that work closely together under one Steering Committee (for the duration of the 2-year programme).[2]

A changing landscape

The information revolution has sparked an exponential growth in global (digital) data creation, which is a source of potential as much as it has become a source of concern. In just the last decade, the research data landscape has changed enormously. New policies and regulations were formulated as well as standards of scientific integrity and conduct, such as the introduction of the FAIR principles, the launch of the National Plan Open Science[3] and new privacy & data protection standards were introduced by the GDPR.
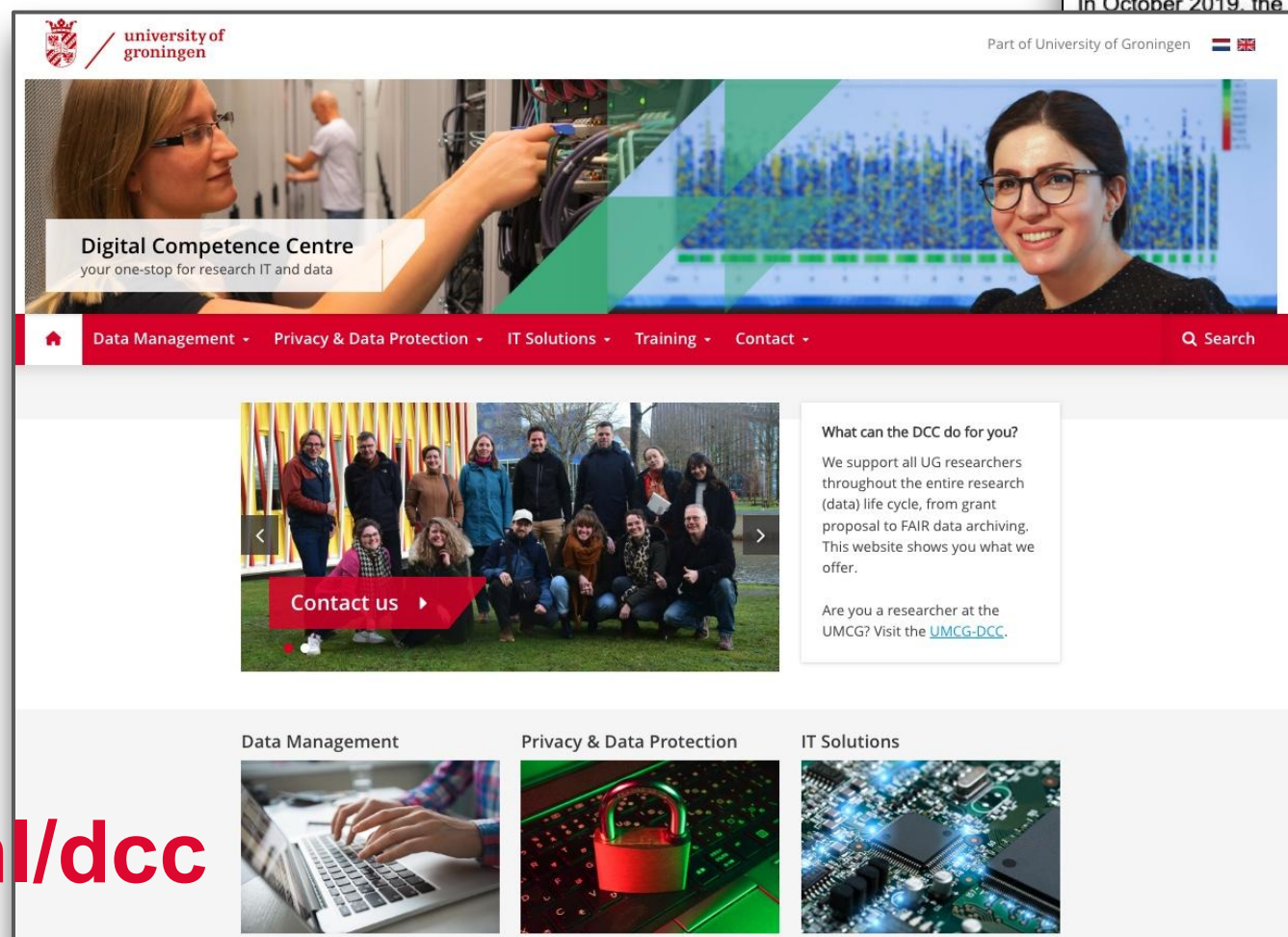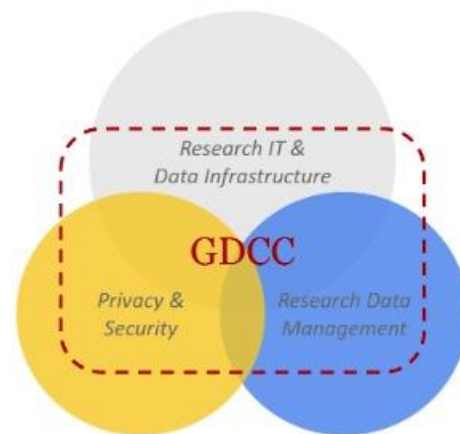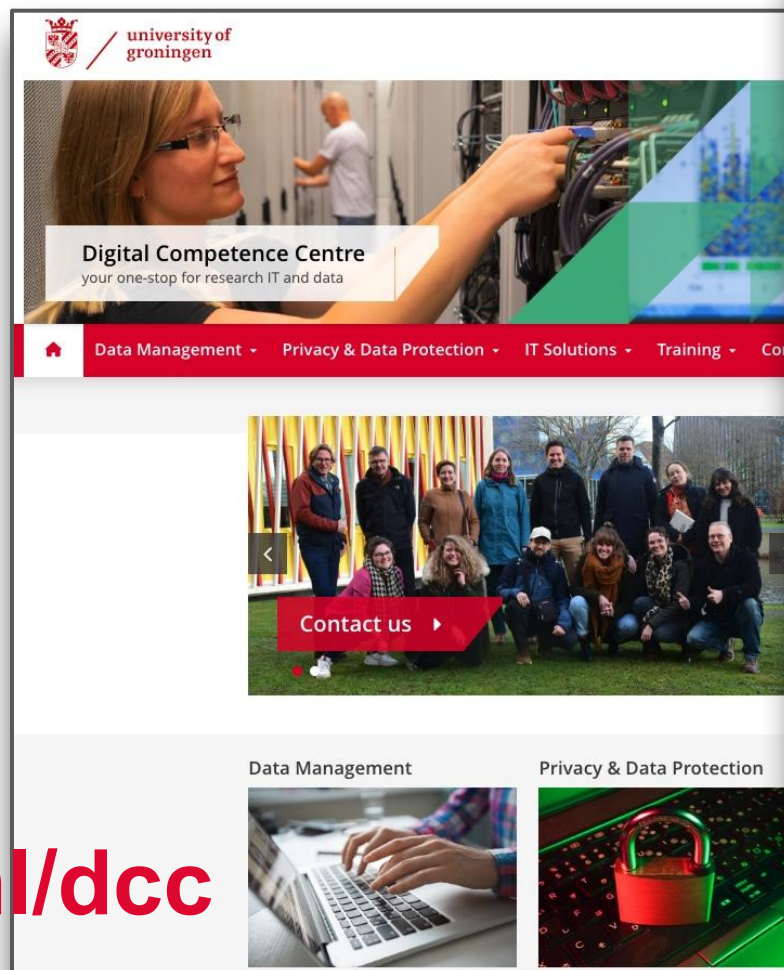
All of these developments, just over the last 5 years or so, have created a necessity for professional data stewardship within the UG, that is tailored to the support-needs of researchers and sustained by a well-organized, central, university-wide DCC.

From Research Data Office (RDO) to Digital Competence Centre (UG-DCC)

The UG-DCC is a much-needed next step in the professionalization of existing services around research data management (RDM) and IT solutions for research, that were previously provided

Onboarding document

What is the DCC?

rug.nl/dcc

Onboarding document

What is the DCC?

rug.nl/dcc

university of groningen

Digital Competence Centre
your one-stop for research IT and data

Data Management ▾   Privacy & Data Protection ▾   IT Solutions ▾   Training ▾   Con

Contact us ▸

Data Management   Privacy & Data Protection

Digital Competence Centre (UG DCC)

Onboarding (embedded) Data Steward Arts/Humanities

Data stewardship entails the set of tasks and responsibilities related to the care of digital data, during the different phases of the research cycle. The main role of a data steward is to inform, support and train researchers in the field of (privacy-sensitive) data management, during and after the research process.

What is my function, role and responsibilities?

As an embedded Data Steward your task is to find the best possible support for a specific target audience by investing in a personal relationship with scientific staff, creating an inventory of their needs/demands and translating this to the services and expertise available at the DCC. In other words, you will help develop the DCC's services by being as close as possible to daily research practice and by directly supporting researchers with the challenges they face at your designated faculty. You will become part of both the DCC team (Location: Smitsborg, CIT Zernike Campus) and UB Research Support and be strongly affiliated with support staff in Humanities faculties (policy advisors, funding officers, P&S coordinators).

- You handle varied support requests from researchers and research support staff from different disciplines within the Humanities (primarily, but not exclusively Arts).
- You advise and assist researchers when they make a data management plans, design data protection measures and have to do an ethical review of research proposals
- You design and put into practice best practices for data protection (technical and organizational measures such as pseudonymisation).
- You are the link between the faculties and the central data stewards at the DCC
- You proactively contribute to improving the services of the DCC and the constructive relationship with faculty support staff (sense of community)
- Where possible you join relevant research (staff or board) meetings to advertise the DCC services

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our plans for the future?

Research IT &
Data Infrastructure

GDCC

Privacy &
Security

Research Data
Management
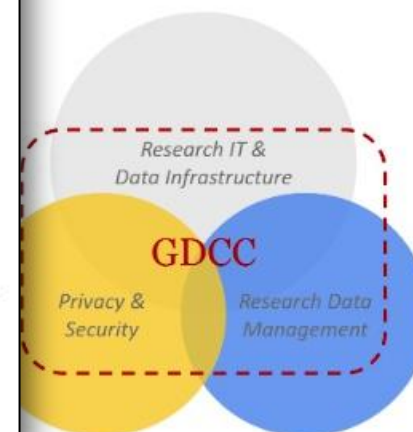
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Onboarding document

What is the DCC?

Getting to know the team

IT tools we use

Google mail, Calendar, Drive, and other applications: Slack, Trello, Topdesk, Libguides, Libcal, Mendeley, Mailchimp...

Areas of expertise

- › Data management planning
- › Privacy & data protection in research
- › Data archiving & publishing
- › Research IT solutions
- › Research software management

Onboarding document

What is the DCC?

Getting to know the team

What do you need to know?

Onboarding document

Policies, guidelines, regulations
DCC Mendeley Library
UG research data policies

DCC Guides
How to FAIRify research data
How to FAIRify your research software
How to publish open data
How to publish data with restricted access
Data minimization & de-identification
…

Research scenario's
Secondary Use
Text and Data Mining
Using Social Media Data
Reuse of Pseudonymized Research Data
CBS Microdata
Collaborative Research
…

Training
RDNL - Essentials 4 Data support
DCC webinars & workshops (Libcal)
DCC e-learning Privacy in Research: Asking the Right Question

Communities
RESCUE (DCC)
Open Science Community Groningen (OSCG)
LCRDM
Implementatienetwerk DCCs
TDCCs
Date Alliance
SURF
Research Date Alliance
Openaire
eScience center
23 things for research data management
The Turing way
UK data archive
Data Steward Interest Group (Slack)
…

Onboarding document

What is the DCC?

Getting to know the team

What do you need to know?

DCC network & partners