

Membership

Target audience: prospective members.

Eligibility

The Swiss Research Data Support Network (SRDSN) membership is open to all Research Data Management (RDM) support professionals affiliated with accredited Swiss Higher Education Institutions (in accordance with the Federal Act on Funding and Coordination of the Swiss Higher Education Sector), Research Institutes or publicly funded infrastructures in Switzerland hereafter referred to as “members”. Membership is personal and free of charge. Potential future membership costs are defined by the Steering Committee based on voting by members.

Other data professionals outside of the organisations listed above, from the public or private sector, are not eligible for SRDSN membership and will not receive the benefits listed below. They may attend events as invited guests or speakers (“guests”), or contribute to projects on a case-by-case basis.

Registration

Eligible prospective members may request to join the SRDSN using the online registration form of the [SRDSN website](#). The Operational Committee (OC) will check the person’s eligibility, taking into account that the definition of “RDM support professional” is not uniform across Switzerland. The OC will then confirm or deny the membership decision, and inform the prospective member accordingly.

Responsibilities

All members are required to respect the SRDSN Code of Conduct (CoC).

SRDSN members are expected to attend the two SRDSN meetings (spring and fall) and to actively participate in other ways within the network (e.g. related to node activities, etc) in agreement with their institutional work commitments.

All members are encouraged to share news, events and updates on research data management in the relevant SRDSN communication channels.

All members are aware of the Memorandum of Understanding (MoU) and its content.

Benefits

Members gain the following benefits, which may be revoked upon membership termination.

Voting rights

SRDSN members have the right to vote (see Terms of Reference, Voting).

Communication and knowledge exchange

Members have access to the internal communication channels of the network, e.g. platforms for messaging and collaborative document-sharing and storage, and can participate in SRDSN discussions that take place in these channels. Official announcements are sent to members through these channels or via email.

Members may reuse materials shared through SRDSN communication channels, appropriately acknowledging the conditions for reuse.

Members may propose discussion topics for the network meetings and may support suggestions from non-members.

Members may participate and contribute to the bi-annual network meetings.

Members may submit news and events to be advertised on the SRDSN website and submit content for public dissemination via the SRDSN community on Zenodo.

Nodes

Members may propose the creation of new network nodes, subject to approval of the Steering Committee (SC). Members may, but do not have to, participate in one or more existing nodes (see Terms of Reference & Concept of Nodes).

Termination of Membership

Normal termination

Members may leave the network and all nodes in which they are involved in at any time, effective immediately or at the end of their professional RDM activity within a Higher Education Institution (HEI), Research Institute or publicly funded infrastructure in Switzerland. Membership can be terminated through the SRDSN website. If the SRDSN member is not affiliated anymore with an eligible institution, membership will be terminated. Furthermore, the OC may periodically ask all members to confirm their continuing interest in the network and terminate any memberships which are not explicitly confirmed.

In the case of normal termination, SRDSN membership may be restored using the usual registration channel.

Special termination

The SRDSN membership can be terminated or ended at any time due to violation of the CoC.

The SC will consider each case individually and treat the incident and all related information and documents confidentially according to the procedure for handling CoC violations. A decision about warning, temporary or permanent termination of the membership will be taken by the SC. Membership can be renewed depending on the severity of the violation, pending approval by the SC.