



**Justice  
Institute**  
BRITISH COLUMBIA

LEARNING THAT TAKES YOU BEYOND

## **Research Data Management Strategy**

March 1, 2023

**The Justice Institute of British Columbia  
respectfully acknowledges the Traditional, unceded and Treaty  
Territories of First Peoples its campuses are situated.**

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## Purpose and Background

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The purpose of this Research Data Management (RDM) Strategy is to ensure that research data is preserved, kept secure and made accessible. In March 2021 the Canadian Tri-Agencies released the [Tri-Agency Research Data Management \(RDM\) Policy](#) (the Policy). The objective of the Policy is to support Canadian research excellence by promoting sound RDM and data stewardship practices. All postsecondary institutions eligible to administer Canadian Institutes of Health Research (CIHR), Natural Sciences and Engineering Research Council of Canada (NSERC), and Social Sciences and Humanities Research Council of Canada (SSHRC) funds are required to create an institutional RDM strategy. Institutional RDM Strategies must be publicly available by March 1, 2023 on the institution's website. The website must include contact information to which inquiries about the strategy can be directed.

Representatives from the Centre for Research, Innovation & Scholarship, the Library, and Technology Services formed the JIBC Research Data Management Working Group. The RDM Working Group conducted a preliminary assessment of institutional services and data management capacity and developed a plan to meet current and future requirements to comply with the Policy.

## Importance of Research Data and Research Data Management

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JIBC's RDM Strategy will foster a culture and develop capacity that supports researchers in adopting responsible RDM practices, aligned with the requirements of the Policy and following the internationally recognized FAIR Data Principles to make research data findable, accessible, interoperable, and reusable.

JIBC recognizes that data are an important research output and is committed to providing its research community with the knowledge, tools, services and supports to create, manage, store, and share research data. Further, data management plans (DMPs) assist researchers in proactively establishing how they will manage their data through all stages of a research project and beyond. DMPs are an excellent way for researchers to anticipate and identify opportunities and challenges in managing their data (whether ethical, methodological, financial, or other), before those opportunities and challenges emerge. DMPs, therefore, enable researchers to better adapt their projects to unanticipated obstacles, and to integrate necessary adaptations and improvements. DMPs can also be an excellent way to engage partners and collaborators in ongoing conversation about how to best manage research data. Thus, DMPs improve the design and efficiency of the research project, and are an important tool to ensure research excellence.

## Scope

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JIBC's RDM Strategy applies to all scholarship, research, and creative activity by all JIBC researchers, including students, staff, faculty, and JIBC research associates.

## Oversight and Review

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The Dean of the Office of Applied Research & Graduate Studies will oversee the implementation of the strategy. The Dean will make decisions based on the recommendations of the RDM Working Group. The RDM Working Group will meet twice a year to review best practices.

## Institutional Support

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JIBC is committed to supporting the implementation of this Strategy. The RDM Working Group will meet twice a year to review best practices in RDM, provide access to RDM tools and resources, and provide support to researchers developing a DMP. The RDM Working Group, working with the Library, has developed a subject guide for JIBC staff, faculty, and students.

## Institutional Readiness

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JIBC is in the early stages of developing an institutional RDM Strategy. The RDM Working Group is creating the services, repositories, and necessary documentation by assessing policies, processes, and resources to meet the requirements of the Policy.

## Looking Ahead

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Looking ahead, JIBC will continue to develop a comprehensive work plan that will help to move the identified goals forward within a three-year timeframe.

Objective	Activities
1. Build Awareness and capacity in research data management planning	<ul style="list-style-type: none"><li>• Work with the Office of Indigenization to develop practices around usage of Indigenous Data</li><li>• Develop a best practices guide for JIBC researchers</li><li>• Build RDM literacy across JIBC</li><li>• Develop a communication plan to ensure all JIBC faculty and staff understand the Policy</li></ul>

	<ul style="list-style-type: none"> <li>• Develop training workshops for faculty, staff, and students</li> </ul>
2. Create systems and infrastructure to support implementation of the Policy at JIBC	<ul style="list-style-type: none"> <li>• Align research ethics application process to integrate data management planning</li> <li>• Develop processes and guidelines to support researchers in RDM during grant applications</li> </ul>
3. Align policies and resources to support best practices in RDM	<ul style="list-style-type: none"> <li>• Identify and use existing resources where available</li> <li>• Create policies, procedures, and processes to support RDM within 3 years of implementing the RDM Strategy</li> </ul>

## Definitions

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### Data Management Plan (DMP)

A data management plan (DMP) is a living document, typically associated with an individual research project or program that consists of the practices, processes and strategies that pertain to a set of specified topics related to data management and curation. DMPs should be modified throughout the course of a research project to reflect changes in project design, methods, or other considerations.

### Research Data

The Tri-Agency defines Research Data as “data that are used as primary sources to support technical or scientific enquiry, research, scholarship, or creative practice, and that are used as evidence in the research process and/or are commonly accepted in the research community as necessary to validate research findings and results. Research data may be experimental data, observational data, operational data, third party data, public sector data, monitoring data, processed data, or repurposed data. What is considered relevant research data is often highly contextual, and determining what counts as such should be guided by disciplinary norms.”

### Research Data Management (RDM)

Research data management (RDM) refers to the processes applied through the lifecycle of a research project to guide the collection, documentation, storage, sharing and preservation of research data.

## Other Relevant Strategies and Policies

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[3107 Intellectual Property Policy](#)

[3402 Commercialization of Research Intellectual Property Policy](#)

[3403 Integrity of Research and Scholarship Policy](#)