



## **CHARTER – GNSS Data Product Subcommittee to the GDS Advisory Committee**

### **Purpose**

The GNSS Data Products Subcommittee (GDPS) is a subcommittee of the Geodetic Data Services Advisory Committee (GDS AC). The GDPS provides recommendations to UNAVCO management and advisory committees on technical issues related to the development, generation and provision of GNSS data products within the context of ensuring UNAVCO's effectiveness in meeting commitments to sponsors and community users and in achieving the goals of various projects related to GNSS data management, analysis methods and resulting products and services. The GDPS meets on an ad-hoc basis and reports to the GDS AC.

### **Background**

UNAVCO establishes advisory groups to inform governance and/or advise management on issues related to setting direction, implementation, and management of specific projects or emerging technologies, products and services. These groups work directly with relevant program advisory committees and UNAVCO staff.

The GDPS is a subcommittee of the GDS AC. The GDS AC is appointed by and reports to the UNAVCO Board of Directors, and provides recommendations (1) to the board, on issues of governance, policy, oversight, resource allocation, or strategic direction and (2) to UNAVCO management, on issues pertaining to GDS management. Recommendations to management are conveyed to the board as needed by the board liaison, in reports, and through distribution of the minutes. The GDS AC reviews the policies and effectiveness of the program in meetings and commitments to its user community and in achieving the goals set forth in the UNAVCO Strategic Plan.

While the GDS AC is charged with reviewing and making recommendations on all aspects of the GDS program including GNSS, SAR, TLS, etc., the role of the GDPS is to focus exclusively on complex GNSS topics in order to better inform the GDS AC and UNAVCO management on specific technical considerations and issues related to GNSS data product development and implementation. Topics addressed by the GDPS are identified by the GDS AC and UNAVCO management. The GDPS is appointed by and reports to the GDS AC. GDPS recommendations are conveyed to the GDS AC as needed by the GDS AC liaison, in reports, and through distribution of the minutes.

### **Membership**

The number of GDPS members shall be no fewer than five and no more than eight. A chair and secretary shall be the committee officers. One member shall serve as a liaison to the GDS AC. There will also be up to three ex officio members including representation from the GAGE GPS Data Analysis Centers and/or Analysis Center Coordinator. Appointments will be consistent with UNAVCO policy:

[http://www.unavco.org/community/policies\\_forms/UNAVCO\\_Committees\\_Governance\\_Participation\\_Policy.pdf](http://www.unavco.org/community/policies_forms/UNAVCO_Committees_Governance_Participation_Policy.pdf).

## **Member Responsibilities**

Each member is expected to:

- Attend scheduled meetings and conference calls as needed.
- Actively participate in the functioning of the group, and provide broad representation of science community perspectives and interests.
- Be available for individual consultation to the management.
- Subscribe to unav\_all, and other UNAVCO list services as appropriate.

The chair:

- Presides at all committee meetings, sets the agenda, and conducts formal communications between the working group and its respective committees
- Ensures reporting of potential conflicts of interest for committee members, and managing such conflicts when relevant issues arise.

The secretary:

- Manages the minutes and provides summary reports to the GDS AC upon request, including scheduled meetings and attendance..
- Manages any conflicts of interest for the chair.

The liaison(s):

- Attend all working group meetings or designate an alternate when absences are unavoidable.
- Act as a conduit for information of mutual interest between the GDPS and GDS AC.

UNAVCO staff:

- The Geodetic Data Products Projects Manager provides oversight.
- The GDS and GI Program Directors represent UNAVCO senior management.
- A UNAVCO staff member provides administrative support.

## **Member Selection**

UNAVCO management appoints members, relying on nominations from the working, management, governance and others as necessary. UNAVCO management appoints the chair.