

Charter of the Consortium for Inter-Institutional Collaborative Courses in Data Science for Public Service (DS4PS)

1. The Consortium

- a. It is named “*The Consortium for Inter-Institutional Collaborative Courses in Data Science for Public Service*” (hereafter “DS4PS Consortium” or “Consortium”).
- b. The Consortium is established by the institutions, the name and signature of whose dean or department chair is at the bottom of this document, in DATE (one signature copy for each institution). These schools are the *Signatory Schools* of the Consortium.

Signing of this Charter is indication of endorsement and willingness to support and participate in the Consortium by the Signatory School, following two symposia of faculty teaching data science courses or conducting research using the field’s analytic techniques in August 2019 and August 2022.

- c. The Consortium is scheduled to be operational starting from summer 2023, viz., the semester preceding the 2023-2024 academic year. The Consortium will operate therefrom for the *first, pilot phase for two to four years*, until extension of the Charter by the consent of the Signatory Schools or a new group of Signatory Schools.
- d. A hub of coordination and information, under the name of *Secretariat of the Consortium* (hereafter Secretariat), with online Platform setup, will be at a School that volunteers to serve for the first phase of the Consortium. The Secretariat coordinates the activities, communications, and smooth operations of the Consortium.
- e. *Rights and Responsibilities of Signatory Schools (Departments)*: each Signatory School shall have the rights and shoulder the responsibilities as stated in this Charter, more specifically:
 - i. Each school can students to the Consortium to form an annual cohort of students, the total number of which is not to exceed XX in order to guarantee high quality of teaching, and to enable smooth arrangements for these students to register independent studies under a *liaison professor* at their home institution, so as to take the consortium offered course(s);
 - ii. Signatory Schools share expertise of professors at their institution, by each of the three courses, and to support course professors in ways of the choice between each school and the professors.

2. Purpose of the Consortium

The Consortium serves the following key purposes in training and mentoring the next generation of public servants and scholars in data science applications unique to the public sector:

- a. To offer the key courses on a regular basis to every new cohort of students, which is made possible by pooling students in this specialization from across schools.

- b. To improve substantively the quality of these courses by teaching the courses with enough students that promotes discussions from diverse perspectives, and by featuring faculty expertise from across the field.
- c. To offer enriched student learning so that the students will be able to:
 - i. articulate the opportunity and challenges that data science methods and applications bring to the public and nonprofit sectors;
 - ii. describe the data science life cycle and processes involved at each step of a data project; and,
 - iii. be fluent in the uses, systems, and skills needed to leverage data science for public value.

3. Governance of the Consortium

- a. The Consortium is to be operated under the supervision of a *Board of Professors* (hereafter Board) that is composed of one member appointed by and from each Signatory School. This member shall be the liaison between their school and the Consortium, and candidate for a course professor.
- b. Responsibilities of the Board are to help approve syllabi, monitor and evaluate learning outcomes, approve and terminate Signatory Schools, as well as liaison professors and course professors based on meeting the qualifications in Article 1.e.
- c. The Board is created with the establishment of the Consortium and dissolved at the dissolution of the Consortium.
- d. Any issues not covered in this Charter will be addressed collectively through consensus building by this Board via coordination with each Signatory School.

4. Selection and Qualifications of Professors

The selection of Board members (liaison professors, one from each Signatory School) and course professors (one or two from each Signatory School) is the decision of each school.

The general threshold for the choice liaison and course professors is summarized by the initiators of the Consortium as follows:

- a. Qualifications: the person must have a terminal degree from a related discipline and ideally is currently teaching data science courses at the graduate level.
- b. Experience: the person should have conducted research using data science methods or had extensive professional experience in data science.
- c. Devotion to teaching: the person must be willing to work with students, with adequate time to invest into the regular activities of the Consortium.

5. Course Series

- a. A *graduate course* is defined as one that is specifically designed for master level or doctoral students and offered solely to graduate level students, except in cases where courses enroll advanced/honors undergraduates or are adapted for undergraduate use.
- b. The Consortium offers a graduate course series composed of courses designed to teach data science knowledge and skills as applied to the public and nonprofit sectors.
- c. This course series is to be open for educational use and licensed through creative commons platforms.

6. Teaching Arrangements

- a. The Method and Platform of Instruction for the courses is determined by the faculty member teaching the course when offered. All courses are developed to be taught online, asynchronously over a 7 week or 15 week format. Courses are available in GitHub as a template for adaptation by the instructor.
- b. Courses shared across institutions and offered through the faculty resources of the lead school shall follow these parameters:
 - i. There will be a Course Professor for each course offered who will be responsible for constructing the syllabus for the course, engaging liaison professors from other schools in ways (s)he thinks necessary (e.g., inviting guest lectures), delivering the weekly classes, and grading student work and performance in the class.
 - ii. The Date and Time of classes shall be chosen in the fashion that makes it easy for all students to participate. Due to the cross-school nature of the Consortium courses, it is the responsibility of each student and liaison professor to make time arrangements for their other assignments (for example, teaching or research assistant obligations) so as to guarantee full attendance.
 - iii. Each student will register an Independent Study course or similar course with their liaison professor at their home institution, and participate in the course offered by the Consortium course professor.
 - iv. Grading for the course requires the course professor to recommend to the appropriate liaison professor a course grade for their student(s). The liaison professor of each school may adjust the course professor's recommended grade before it is entered into the student's transcript, as warranted. Generally, this will be the final grade for an Independent Study course the student has registered for that semester with their liaison professor.

7. Support and Grants

- a. Each Signatory School shall support the course professor(s) from their school for them to deliver high quality courses at the Consortium. The support is to be decided by each school, in a form and amount the school and the professor(s) deem appropriate.

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- b. The Consortium will, with endorsement from the Signatory Schools, make continuous efforts to seek external financial support for its operation and activities.

8. Signature of School or Department

University	
School/Department	
Representative	Dean/Chair
Signature	
Date	