

Data Governance Task Force
Agenda for Friday, September 28, 2018 (2:00 pm – 3:00 pm)
Faculty Lounge (AD 144)

- I. Welcome and Agenda (5 min)
- II. Development of Charge and Membership and Selection of Chair

Is the two-tier structure desired? Should anyone be moved into the inner circle?

Inner Circle: Student (Registrar + Financial Aid), Human Resources, Finance, IR, ITS

Outer Circle: Steve Vitatoe (Enrollment), Todd Bruce (Assessment), Pat Harris (Advancement), Suzanne Krupa (BCOB data), ? (Library), ? (Space), ? (Other Areas); also Legal Affairs (as needed, particularly re: regulatory compliance)

Who should be the chair?

Should the group establish its formal charge now or move forward with the ideas in the proposal for a certain amount of time (say, a year or two)?

Ideas for Charge from Proposal

Establish authoritative data sources

Establish definitions, processes, and procedures to ensure data are clean and consistent:
focusing on data entry, data retention, data security and access control, data requests and reporting

Ensure regulatory compliance of data systems, processes, and procedures

Consult with campus constituents about data needs

Educate campus about processes, procedures around compliance with data entry and data request expectations

- III. The Airing of Grievances (as time allows, keeping 5 minutes for Item V)
- IV. “Live” Monitoring for Retention as Possible Project (as time allows, keeping 5 minutes for Item V)
- V. Meeting Schedule and Next Steps (5 min)
room reserved for Task Force, if wanted, on Oct. 2, 10a-11a