The UNIVERSITY of OKLAHOMA
Data and Reporting Team
Policy & Recommendations Subteam

Committee Name	Purpose	Chair/Organizer	Chair/Organizer Email	How/when Sanctioned/C	Drafts/Recommends Policy	Submits Policy To	Approves Policy	Document Repository	Communication Plan
IT Executive Steering Committee	Advise IT on Enterprise Projects	Eddie Huebsch	ehuebsch@ou.edu		No	N/A	Yes		
IT Project Governance Board	Provides forum for IT to discuss its project priorities	Eddie Huebsch	ehuebsch@ou.edu		No	N/A	No		
Security Governance Executive Council (SGEC)	Directs implementation of security governance and risk of the University	Eddie Huebsch	ehuebsch@ou.edu		No	N/A	Yes		http://ou.edu/content/ouit/security/compliance.html
Security Governance Advisory Council (SGAC)	Advises SGEC on security policies and practices	Ron Fellhauer	rfellhauer@ou.edu		Yes	SGEC	No		http://ou.edu/content/ouit/security/compliance.html
Information Technology Council (ITC)	Advise IT on Faculty and Staff computing needs and policy preferences. Full charter document at: http://www.ou.edu/content/itc.html	Patrick Livingood	patrickl@ou.edu		Yes	Senior campus leadership	No	Links to older policies found at: http://www.ou.edu/content/itc/policies	
Data Governance Coordinating Committee (DGCC)	This group is charged with making connections between groups with shared interests and concerns related to data quality and appropriate use. Our role is facilitating necessary conversations among affected user groups about these topics.	Susannah Livingood	slivingood@ou.edu	DGCC was created in 2015 by three executive sponsors: CIO Early, Provost Harper, and Executive Vice President Hathaway.	Recommend yes, draft no	If this group was made aware of a policy that had impact on its areas of purview, it would ask to review the policy and have a chance to provide comment. If this group became aware of an area lacking important policies, or of serious deficiencies in existing policies, it would recommend to its executive committee that action be taken – it would be up to the executive committee to assign that responsibility to it or another more appropriate group.	No	Anything created by the DGCC – including notes on any policy review – are here: www.ou.edu/datagovernance	N/A
Student System Portfolio Committee (SPCC, where Portfolio is a collection of systems, integrations, and customizations which is maintained by the IT Student Team)	• Evaluate, review and approve/deny requests for reports, enhancements and interfaces which fit into the Portfolio. • Evaluate and discuss functional (work performed by non-IT personnel through system-delivered channels) changes or additions to the Student System. • Prioritize projects which impact the Portfolio. • Discuss potential additions to the Portfolio with the IT Student Team. • Work with the IT Student Team to schedule maintenance downtimes, upgrades, and data refreshes. • Ensure proper communication with the greater OU community as changes are made within the Portfolio which affect the user community. • Track issues occurring within the Portfolio and work to bring about an appropriate resolution. • Assist with driving end-user testing when the IT Student Team is encountering a lack of response.	Chris Kennedy	ChrisKennedy@ou.edu	Sanctioned October 27, 2016 as a replacement for the Ozone Change Request Committee, and is overseen by Matt Hamilton, Registrar & Vice President for Enrollment and Student Financial Services	No	N/A	No	N/A	N/A

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Data Request Review Group (DRRG)	Perform triage on data requests and assemble additional documentation on data requests prior to submission to governance.	Aaron Biggs	abiggs@ou.edu	End 2015/early 2016 by DGCC	No	N/A	No	N/A	N/A
Data and Reporting Team (DART)	The Data and Reporting Team (DART) is a working group serving under the Data Governance Coordinating Committee to provide support of data and reporting initiatives across the OU Norman and Tulsa Campuses, including (but not limited to) data from the student, human resource, and financial computer systems. DART has six subteams, which will do most of the work for the group. See www.ou.edu/dart for more information.	David Wilkins	dwilkins@ou.edu	Sanctioned by DGCC on 12/4/15	Yes--Policy and Recommendations Sub-team may recommend policies.	DGCC	No	DART Website (ou.edu/dart) or other appropriate website. Links to and from appropriate websites.	Various communication channels as appropriate: e-mail to appropriate campus populations; DART Website (ou.edu/dart); Links to and from appropriate websites; Cognos SharePoint Online support site; User group (i.e. Cognos User Group) or other campus meetings (i.e. CITL, others; and other means as appropriate.
DART Subteam: Community Support	Provides general support to the reporting community. Some of these support activities may be coordinated with the activities of other DART subteams. Support may be provided through communication, documentation and resources, videos, websites (DART, Cognos SharePoint Online), user group meetings, individual meetings and mentoring, and/or by other means.	David Wilkins	dwilkins@ou.edu	Sanctioned by DART on 2/26/16	No	N/A	No	Cognos SharePoint Online	E-mail various campus populations as appropriate, use Cognos SharePoint Online, Cognos User Group meetings, and other means as appropriate.
DART Subteam: Data Dictionary	Seeks to document data used for reporting within OU's reporting community. These are often in the form of data definitions entered into the Data Dictionary, data FAQs, and data guidance documents.	David Wilkins	dwilkins@ou.edu	Sanctioned by DART on 2/26/16	No	N/A	No	Cognos SharePoint Online	E-mail various campus populations as appropriate, use Cognos SharePoint Online, Cognos User Group meetings, and other means as appropriate.
DART Subteam: Data Review	Seeks to help ensure that new data and interfaces added to the university's data architecture are created with maximum usefulness to the OU community. This will be accomplished by viewing data packages approved by the Data Governance Coordinating Committee and providing input where needed.	Patti Otto	potto@ou.edu	Sanctioned by DART on 2/26/16	No	N/A	No	N/A	N/A
DART Subteam: Data Quality & Training	Seeks to aid in data quality for the data entered into the main campus computer systems, and for the data available to the campus reporting community via the university's reporting architecture. Identify data quality issues and seek resolution among stakeholders.	Brendan Klein	brendanfklein@ou.edu	Sanctioned by DART on 2/26/16	No	N/A	No	N/A	N/A

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DART Subteam: Policy & Recommendations	Seeks to study issues and make recommendations that will enhance the OU reporting environment. May study and make recommendations on issues affecting the reporting environment such as data, reporting tools and licensing, best practices, policies, standards, and other items, focusing primarily on the areas of student, human resources, and financial data.	David Wilkins	dwilkins@ou.edu	Sanctioned by DART on 2/26/16	May recommend policy; may create draft of policy for consideration by DART & DGCC for promotion & approval through appropriate channels.	DART for review; DGCC for consideration and promotion to other bodies for consideration.	No	DART website (ou.edu/dart) or other appropriate website. Links to and from appropriate websites.	Various communication channels as appropriate: e-mail to appropriate campus populations; DART Website (ou.edu/dart); Links to and from appropriate websites; Cognos SharePoint Online support site; User group (i.e. Cognos User Group) or other campus meetings (i.e. CITL, others); and other means as appropriate.
DART Subteam: Reporting Tool Training	Provide or recommend training and training documentation for the software tools used in reporting data from the university's primary enterprise-wide computer systems. Training may be in classroom setting, individual mentoring, or using Cognos Office Hours.	Susie Irwin	Dana.S.Irwin-1@ou.edu	Sanctioned by DART on 2/26/16	No	N/A	No	Cognos SharePoint Online	Emails to various campus populations as appropriate, Cognos User Group Meetings, Cognos SharePoint Online, HR Training Calendar.
Identity Access Management Roundtable (IAM Roundtable)	Roundtable on identity and access management	Dave Shields	dshields@ou.edu	Sanctioned on April 5, 2015 by IT Security and IT Leadership	Yes - for IAM project	IT Leadership	Yes - for IAM project	SharePoint Site	Email used for some conversations. Otherwise, meetings are held
Provost Advisory Committee for Learning Technologies	Provides input on OU learning technologies to the Senior Vice President & Provost	Mark Morvant	mmorvant@ou.edu	Sanctioned by Provost, Fa	Yes	Provost	No	http://www.ou.edu/content/cte/initiatives/canvas-transition/recommendation.html	http://lmsevaluation.teachou.net
Campus IT Leadership Group (CITL)	Forum for Departmental IT representatives and central IT to share information on projects and events. Also supports an active informational list serv.	Aaron Biggs	abiggs@ou.edu	Sanctioned by Provost Office, 04/2002.	No	N/A	No	N/A	N/A
Cyber Risk Meeting	Regular meeting (not a committee) to assess and mitigate cyber risk. Decision making handled in SGEC and SGAC	Ron Fellhauer	rfellhauer@ou.edu	Fall of 2015	No	N/A	No	N/A	N/A
Research Computing and Data Advisory Group	Forum for Research, IT, and Libraries to understand and discuss emerging research needs	Carl Grant	carl.grant@ou.edu		Yes	Need to identify	No	N/A	N/A