DART Policy & Recommendations Subteam Minutes, 06-23-16

Attendees: Alicia Knoedler, Patrick Livingood, Lisa Portwood, Justin Wollenberg, Jeff Wall, Emilie Giustozzi, Marcus Glenn, Yan Zhou, Diane Caswell

- Review/Approve minutes of 5/26/16 (in OneDrive folder) Jeff mentioned the addition of Initas as a possible workflow solution for OCRC 1007 in addition to Cherwell. Jeff motioned to approve minutes and Lisa Portwood seconded the motion.

- Leadership vote & length of term David reviewed the guidelines for voting on leadership. There were two nominees: Emilie Giustozzi and David Wilkins. Both were given an opportunity to speak, and to field questions from others on the subteam. Emilie said that she was happy to take on administrative tasks and learn more about the main computer systems on campus. She is also interested in keeping procedures and policies in compliance. David said that it was an exciting time to be at OU from a reporting standpoint, and it's good to have a group focused on policy and recommendations and cited several examples of how a group such as this could be helpful as OU moves into a new era of reporting capability. After two votes, both resulting in ties, Jeff Wall motioned that absentee ballots be struck from consideration. Alicia Knoedler seconded the motion, and Emilie Giustozzi was elected. The subteam voted on a 2-year leadership term. The possibility of half of team serving one year and rotating was also discussed.

- Update on Cognos Move-to-Prod flow
  Jeff said that investigation into OCRC request 1007 was complete, and the project is not being considered going forward. Cherwell and Initas will be examined to provide possible workflow solutions. A meeting will be scheduled soon to discuss the initial OCRC request and possible solutions.

- Discuss Proposed Appropriate Data Use Policy
  David gave some background on the development of the proposed appropriate use policy that had been distributed for the team to review. The Provost Office and ESFS do a similar annual appropriate use policy review and Matt Hamilton is interested in continuing this effort and having it migrate to a web format. To illustrate the need for a policy, David shared examples of inappropriate data use at OU over the years. David also said that he had also conducted a review of comparable policies at other schools.
  There was lengthy discussion about the proposed policy. Patrick Livingood shared the challenges of that ITC had encountered in developing a proposed password policy. Patrick and Alicia Knoedler both mentioned that faculty had been excused from FERPA training at OU, and such a proposed policy would also have implications from grant, IRB, and Faculty Handbook standpoints. Alicia mentioned that OU is not very policy driven compared to other schools. David mentioned that University of Texas, Columbia, and other schools had apparently worked through those issues as they require that faculty participate in an appropriate use policy. Emilie shared concerns of whether other bodies at OU work working on a similar policy.

Jeff and others questioned whether such a policy could be enforced, practically speaking. Others felt such an initiative might be out of the scope of DART Policy and Recs.

David said he was unware of anyone else working on such a policy according to sources he has contacted, and that it was in the scope of DART Policy & Recs to make recommendations to the Data Governance Coordinating Committee.

Jeff and Patrick suggested getting pre-approval of the effort from upper management before this group invests much work. It would be possible that much work could be done, and if unsupported by management, the project would be wasted. Patrick suggested a menu of options be presented to upper management for consideration.

Emilie will write the Data Governance Coordinating Committee Chair, Susannah Livingood, to start the process if gauging upper management interest and support.

- Next meeting: July 28, Collings Hall, Room 237