Data Governance Coordinating Committee
Meeting Notes

August 29, 2017

<u>Present</u>:   Carl Grant, Susannah Livingood, Chris Kennedy, Terri Pinkston, Dan Shuart, Erin Wolfe, Tim Marley

1. Review of prior meeting notes

    May 9th meeting notes were approved via email prior to this meeting.

2. DRRG item(s), if any

    No items were presented for approval.

3. DGCC end-of-charter report and next steps

    The charter for this group was only for a two-year term. At the end of that term, DGCC is charged with writing a final report containing recommended next steps. These could include extending the charter and/or recommending other actions the group feels should be taken to ensure proper data governance. Prior to the meeting, Susannah asked the group to review the Outcomes listed in the original charter and be ready to discuss what progress, if any, has been made on each of them.

    The group discussed the charter's desired outcomes. Some of them, such as legal compliance and training requirements, were deemed to be unworkable or out of scope early on in the process. Others would need rewording to reflect the way DGCC's focus has shifted over the past two years. Two additions were proposed: examining the extent to which core infrastructure is siloed and what consolidation might be possible, and creating metrics to help evaluate progress.

    Susannah notified the group that Anil Gollaholli, OU's General Counsel, has directed a member of his staff to work with her on an OU Regents agenda item establishing a data governance committee. It was too early in the process to be able to share more detailed information. DGCC members wanted to know the intended scope of this new committee - would it be Norman Campus only or would it include HSC; would it be policy only or also data management, etc. Susannah will take these questions back to Legal Counsel for clarification.

4. Other items

    a. Dan asked for an update on the JRCoE Salesforce CRM request. Chris noted it was still with the DRRG with questions about which fields on the request were truly needed and some questions about project scope. In discussing the current process, it seems there are not sufficient business analysis resources available to the DRRG, which is slowing down their ability to process more complicated requests like this one. There is also not yet a set of centralized business rules governing fields such as GPA that could also help simplify the process. It was suggested the project might be approved and built in stages. Chris, in his role as a student data steward, and Susannah, in her role as Director of IRR, offered to review the request to see if they could get enough clarity to move some or all of the project forward.