Data Governance Coordinating Committee
Meeting Notes

*Meeting regularly scheduled for **January 31, 2017** was conducted online via comments on shared agenda.*

Participants: Susannah Livingood, Carl Grant, Chris Kennedy, Dan Shuart, Erin Wolfe

1. Review of prior meeting notes

   Meeting notes were approved with no changes.

2. DRRG item(s), if any

   a. DubLab - revised proposal, version 10.1

   Susannah created a poll via Google Forms. Proposal was unanimously approved, as proposed.

3. Recordkeeping for email votes/discussion

   Susannah suggested taking advantage of the Google Forms option available in the shared DGCC workspace. This would be easier than tracking emails and would ensure getting a vote from everyone, including the person who initiated the poll. Chris suggested also adding the item to the next meeting's agenda as an information item documenting the results and resulting actions. Dan suggested having some sort of integrated communications process between DGCC and the other committees. Consensus was this will be the methodology going forward.

4. Data owner(s) of course management system

   Chris explained he has been attempting to finalize the University Data Owners document being used by DRRG/DGCC. He was getting conflicting answers about who the data owner would be for course management system(s) - D2L and Canvas. Mark Morvant suggested that Kevin Buck should be both the data owner and data steward for this system, but Chris is concerned that there is no functional data owner for data in these systems. He wanted to start a discussion about whether the DGCC should move forward with the current ownership model, or if it is worth proposing new functional ownership. Chris discussed this with Brad Burnett, and he said way back in the SIS implementation process, there was initially a proposal that the CMS would be "owned" by ESFS, but for

some reason it never gained traction. Carl suggested we might see more compression like this with the budget crisis and hiring freeze. His opinion was that the roles of data owner and data steward should probably be separated, but it's likely an unrealistic goal at this time. He felt we needed more information before we could make any strong recommendation. Dan said his opinion is that IT should only "own" IT data; there should be a functional owner. He thought Kevin Buck would be a great advisor but shouldn't be making decisions on functional use cases. Erin commented she thought Kevin is likely the correct person to be the data steward, but not the owner. She argues the CMS owner should be someone under the Provost's office umbrella, and if no one there wants to own it Loretta should be asked her opinion. Susannah said she thought it made sense for Mark Morvant to be the owner, given his position in the provost office and in the discussions regarding selection and implementation, but his reluctance to claim that role makes it clear this needs to be clarified by the Provost.

5. Other items

No other items were discussed.