Data Governance Coordinating Committee
Meeting Notes

June 7, 2016

Present: Susannah Livingood, Carl Grant, Chris Kennedy, Teri Pinkston, Erin Wolfe, Joey
              Albin
Absent: Dan Shuart

1. Meeting notes
   The prior meeting's notes, posted to the DGCC shared Google Drive folder, were
   approved with minor edits. Susannah will add them to the website.

2. Review of action items from last meeting
   a. DGCC website analytics: Susannah is working with Web Comm to get access to
      the Google Analytics account associated with the website and will report more on
      this at a later meeting.
   b. Presentation about DGCC at CITL: Carl has obtained a spot on the July meeting
      agenda. Susannah asked for at least two DGCC members to be there for the
      presentation.
   c. Suggestions for other standing committees at OU that might benefit from a
      presentation about the DGCC: Carl will see about getting on the agenda for a
      future Associate Deans meeting.

3. Slate CRM project
   Chris gave a brief update on the project. It will primarily rely on Informatica for linkages
   with other data systems. Informatica is currently up and running in DEV but will
   eventually be running in PROD, so they were able to go ahead and use it as the tool for
   this project. The Slate implementation team is working with the data request review
   group to prepare necessary documentation for review by DGCC.

4. Project list review
   Based on discussions at the last meeting, Susannah prepared a list of all open items the
   DGCC is tracking. These items are logged in our Smartsheet instance; a printout was
   provided (attached). The group reviewed the list and discussed status.

   Chris provided a list of the OCRC "Executive Priorities" list (attached), detailing currently
   approved projects that are either in progress or are on deck. He clarified that the list
   name refers not to OU executives but rather OCRC leadership. After reviewing the list,
   there was discussion about how to transition some of the items from the old OCRC
   model to the proposed new data review request group (provisionally called here DRRG)

and the soon-to-be-modified OCRC structure. Who is responsible for which kinds of tasks? Susannah asked about the status of the new group. Does it have a name yet? Have the additional members requested by the DGCC been identified and approached yet? How we do we make sure the transition to this new process moves forward?

The group discussed how to make sense of the types of projects on the OCRC list. Do you group them by urgency, or by whether it's a break/fix versus an upgrade or enhancement? By amount of time estimated to complete? By the type of project (script vs. ODS change, etc.)? General consensus was that more information was needed on list items in order to provide input on relative priorities. Helpful information to add for each item would include: estimated time to completion, priority, reason for the request/task, and initial request dates.

Chris and/or Susannah will work on getting an update on the data request review group for the next DGCC meeting.

5. Other items?