

Data Governance Committee
Meeting Minutes

July 31, 2015

Present: Susannah Livingood, Carl Grant, Chris Kennedy, Terri Pinkston, Dan Shuart, Erin Wolfe

The discussion followed the agenda distributed by Susannah Livingood via email on July 31, 2015:

1. Review of previous meeting minutes (corrections or additions)

No changes.

2. Review of previous meeting action items:

a. Milestones document

- i. Carl posted a copy of the NBT list on the Google Docs site, currently located in a new subfolder of the Google Docs folder called "Resources."
- ii. Susannah created two new documents out of the non-timeline contents of the Implementation Plan -- "DG Project List" and "DG Discussion Questions."
- iii. Carl requested a website for this group from WebComm. They agreed to create one but asked to wait until a personnel changeover before the complete the request.

b. Meeting with sponsors for charter approval

Susannah sent a copy of the proposed charter to Nick and Kyle on 7/17/15, copying the rest of the committee on the email. A meeting with Nick and Kyle has been confirmed for August 6th at 2:30-3:00 pm in EH204.

c. Extra resources

Carl posted three documents with notes from prior discussions with other institutions about data governance. These are currently located in the "Resources" subfolder.

3. Update on OneU Platform meeting

a. Current talking points?

A draft of these is circulating between Kyle and Nick in preparation for next Monday's meeting. Erin posted copies of the late-draft documents in the shared Google Docs folder - both the PowerPoint slides and the suggested talking points document. There was discussion about whether the OneU Platform should be called that, or whether it was better to call it the Data Platform. Consensus was the OneU Platform should be the name and to not let other projects co-opt it. Acceptable alternative could be OneU Data Platform,

if clarity is needed. When asked about using advising needs as the first project up, Erin told the group that OUBound was chosen as the main example for the meeting, given that it is a project far enough through its development cycle that we can see how more effective data governance would have improved things.

b. Next steps for this group after that meeting? Where do we start?

The group discussed whether to start with advising, or a piece of it, or to look at one of the projects on the NBT list. After some discussion, it was decided that the Student Profile project made the most sense. It is something that will provide the foundation for many other projects, so getting it set up correctly and documenting it well would provide an excellent opportunity to start fleshing out the governance structure outlined in the charter and committee discussions. Chris will invite the members of that working group to the next regularly scheduled DGC meeting. The group will be asked for short presentation on the project, followed by a discussion of applicable governance issues as outlined in the DG Discussion Questions document. He will also send a copy of that group's current working document/plan to the DGC.

4. Implementation Plan and Project List

Further development of these documents will wait until the charter is approved and more work is done on the Student Profile project.

5. Other items

No additional agenda items were proposed.