

Norman Data Governance Committee Meeting

October 15, 2020

Members present: Susannah Livingood, Jennie Clary, Chris Kennedy, David Horton, Marcy Fleming, Will Wayne, Heather Hendricks, Cliff Mack (visitor). (Meeting held via Zoom.)

Members absent: Michael Purcell, Karen Smith, Sandra Nettleton.

1. Prior meeting notes – approved
2. Draft cross-campus Data Governance Policy
 - a. The HSC Data Governance sub-committee reviewed the policy at their last meeting. They suggested tightening up the included language regarding the roles of Owner, Steward, Manager, and User; it was requested that the roles be reworked to provide a more hierarchical structure. Systems that are broad enough need to have an owner, not just a steward or manager.
 - b. David Horton advised that, if someone is going to license software, there needs to be a named owner and that requirement needs to be expressly outlined in this policy.
 - c. The question of how sponsored research fits into the policy was also broached at the HSC DG meeting. Rachel McCombs from HSC will be looking into whether sponsored research is impacted by this policy.
 - d. Heather Hendricks recommended lining out more specifically the data governance role in decision making functions. Verbiage regarding reviews and approvals will be added to the responsibility section, but some will need to go into a standard once the policy is approved and in place.
3. Project approval updates
 - a. National Student Clearinghouse contract is still on hold, as the information provided did not include the Financial Aid portion of the data transfer. Susannah Livingood and Jennie Clary have scheduled a follow up meeting with Kellie Dyer and Chris Kennedy to discuss what's missing and why it's needed.
 - b. OU Online has initiated a contract with EAB to assist them with marketing. EAB is asking for historical and ongoing student data to assist them in establishing a target audience for their marketing plan. Heather Hendricks asked if they were trying to find individuals or a desired student profile; Susannah Livingood indicated more information was to come and once that is received the full scope will be presented to the committee.
 - c. This sparked a conversation regarding processes that do not have to go through purchasing and therefore do not trigger a data governance review. This needs to be corrected somehow, but the committee is unsure right now how to handle this moving forward.
4. IT Leadership Update
 - a. David Horton advised the group about an active project that Stewart Berkinshaw is overseeing called WorkDay Adaptive Insights. It is a cloud-based application

that works as an overlay for the budgeting process. It should go live in February and therefore be active for the FY21 planning process.

- b. Marcy Fleming indicated she had been asked to give approval for HR info to move between systems and had directed the question to Susannah; Susannah clarified that since no governance review is needed Cliff Mack is the more appropriate person to handle the request.
5. IT-DS Governance report/project list – no questions on the provided list.