

Norman Data Governance Committee Meeting

August 24, 2020

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

Members absent: Sandra Nettleton, Karen Smith.

1. Updates

- a. Cross-campus data governance policy discussion – There is a bi-weekly meeting to discuss creating a cross-campus data governance policy. Both HSC and NC are open to one over-arching policy and are hammering out the details as to what this will look like, with the biggest possible change being structure of the process.
- b. Regular meetings are scheduled to discuss data governance between Norman, HSC, and IT representatives; this group is comprised of Susannah Livingood, April Dickson, Kevin Fitzgerald, Cliff Mack, and Jennie Clary.

2. Projects

- a. National Student Clearinghouse update – Registrar's office is working on providing the requested information to complete the review.
- b. Two questions from EM
 - i. Transmitting/storing student PII to Slate – Chris Kennedy provided additional information for consideration. This is a cloud based Slate application that would be primarily used by the Registrar's office to provide targeted communication as opposed to mass emails. This will only be used for communication, not as a System of Record, and all information contained comes from Banner. There was discussion as to whether this was a good example of a use-case that could be auto-approved and not required to be considered by N-DGC. Heather Hendricks stated that as long as there's good language in the contract, these types of requests should be ok to auto-approve but if during a Legal review any issues or problems are discovered, then N-DGC should put eyes on it. Chris suggested it's been a few years since the purchasing contract was reviewed and now might be a good opportunity for a review and additional risk assessment.
 - ii. Transmitting deidentified data to College Board to receive data back – Chris Kennedy verified the data College Board is requesting is deidentified, but in such a way that once it is returned to OU it's possible to reidentify the student. Susannah Livingood suggested that this type of request needs to be further investigated due to the ability to reidentify the

data. There was additional discussion surrounding the term “deidentified” and a need to set a standard for what this means to data governance.

- c. David Horton updated the group about projects related to COVID-19 and density data tracking. The University is considering utilizing measures to track deidentified movement of staff, faculty, and students based on wifi connections and SoonerCard data. The information is still tied to the role of each user but does not associate users with PII. This informs the effect of policy on the spread of the virus on campus. While this type of project would still create records, it’s a dialed back approach compared to other institutions. This limits “tracking” to on campus only and creates a possibility for problems based on the lack of a defined end date.
3. Standing meeting reschedule – Susannah Livingood will ask Shearon Wood to revisit the Thursday option, but on the opposite Thursdays from what was originally proposed so as not to conflict with a standing meeting several committee members already have on their calendar.