

Minutes, April 21, 2021, 2:30

Attending: JJ Shew, Chris Mills, Denise Hatch, Krista Leaders

Absent: Laura Boehme, Chris Egertson, Stephen Newcombe, Kara Rutherford, Ken Swartwout, Adrian Syrell

Updates:

Data Governance Committee name and structure formally approved

DGC:

- Membership openings review/discussion –
 - New members can be solicited by the committee since that process is in our charge and did not change.
 - Wade DeBral was recommended by Laura (and later accepted) to fill IT rep, A&R – (Denise to contact Alicia and/or Kara for more info on filling this), Laura B. to fill both HR and Executive Sponsor, Galit Miller to fill Fiscal Services, Instructional Rep – (Denise to contact Faculty Forum – Peter Casey), Krista active until end of 2022.
 - Discussed whether or not the faculty representative was necessary or if they felt it was worthwhile to be on this committee – do they feel they are contributing. Decided it would be best to keep the position for the remainder of this year, as any changes would need to go to College Affairs for approval anyway. Group felt we needed to get Ken's feedback before making the decision to keep the position on the committee or not.
 - We will update new membership page after end of year and keep as is for now, even though some are no longer with the college. Denise will look into who to contact to make updates to membership on web.
- What needs to be updated with new name?
 - Krista will update name and charge on web; will get help from Scott Donnell to update other references to DSAC and menu items.
 - DSM? Sharepoint?
- "Growing Practical Data Governance Programs" discussion.
 - Chris E. feedback: Be practically focused, targeted approach start small, not too much at once, treat as a program not project – long term
 - Denise – how can we focus on relating to the strategic plan, how can we focus on one area that we know we have already started – expand on or fit into a basic framework as a starting place.
 - JJ suggested the book, "Data Governance – How to Design, Deploy and Sustain a Data Governance Program" by John Ladley
 - She is willing to buy the book; we have the right people together; start small, identify areas to focus on, maybe start in areas we are not doing as well in
 - Good to get a tangible example and work towards one example as a good starting place for us all to feel connected to what we want to do
 - Identify all of the data systems and how they interact with each other; focusing on the data and not the systems – is it validated? Do we have confidence in the data?
A good exercise might be:

- How does Enrole feed information to Banner
- What information is transferred from Blackboard to Banner
- Krista – shared concern that turnover of short-term membership stalls forward progress; example: Instruction/Faculty position of 1 year
- Denise – suggested a roadmap to start with and start with what we are currently doing, where we want to be, and fill in the middle (the approach) as we go.
- Stephen – focus on what is the data being used to make decisions
- Chris M. - We are at a crossroads where we need to make a decision – Maybe start with what integrates with Banner
 - Tableau, Enrole, Banner and Argos reporting and combining of this data – integrity, consistency, normalized?
 - Need to decide do we get a consultant or do this on our own
- Next year goals.
 - Proposal for a consultant?
 - Or start working on framework

Discussed 2 possible goals

1. Identify and document all of the data systems and how they interact with each other; focusing on the data and not the systems – is it validated? Do we have confidence in the data?
A good exercise might be:
 - How does Enrole feed information to Banner
 - What information is transferred from Blackboard to Banner
 - This might help us understand the scope of what we need
 2. What data are we using to make decisions
 - Example: Tableau, Enrole, Banner and Argos reporting and combining of this data – integrity, consistency, normalized, so it means the same thing in the end regardless of where it came from
 - We want to make sure to set the policy and standards for the data
- The thought is that in the process of identifying these things, we should have a better idea of moving forward in creating our Data Governance framework.

Standing Agenda Items:

Good of the Order: Proposed we meet on the back patio of the dining hall for end of year meeting since we will be back on campus eff 6/14.

Change Log: Krista - US Addresses – Data Steward in departments? Struck out in International Addresses section. Strike it out of both for now.

Need to come up with a standard format and add it to the data standards manual. Example, Lapine or La Pine, Saint vs. St... Then share this w/ coll. Community. Should adhere to the USPS Standards.

Next Meeting: May 19, 2:30