

DATA GOVERNANCE COUNCIL UPDATE

Agatha Awuah and Nina Tamrowski, Co-chairs

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Members

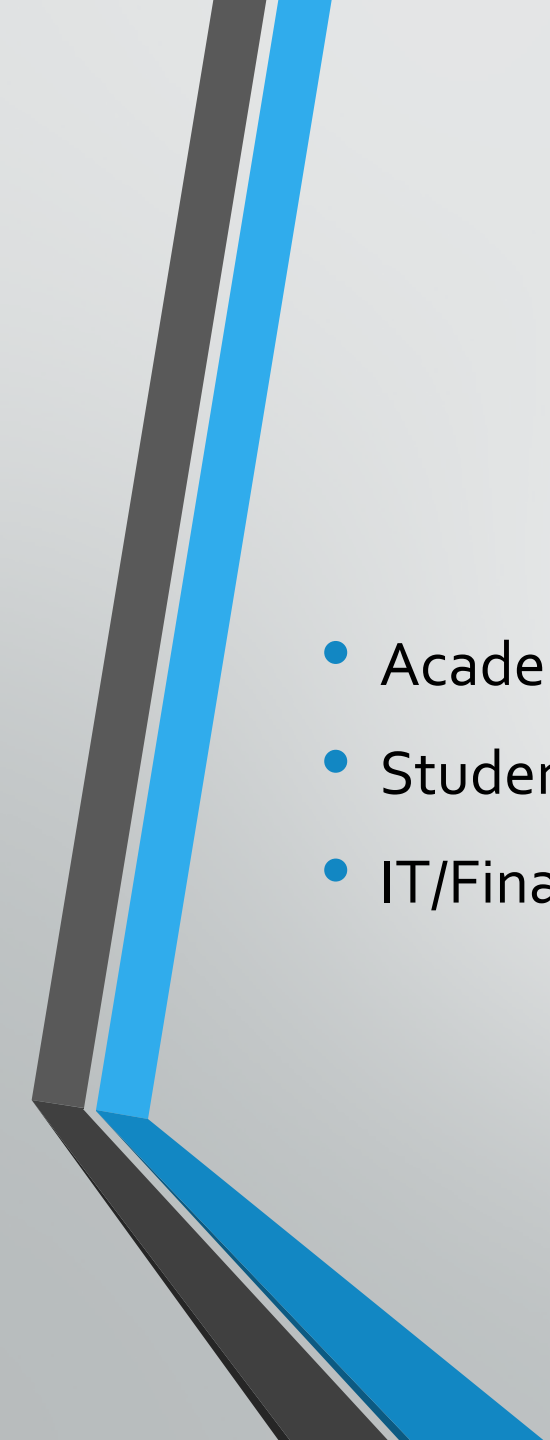
- Dana Acee
- Stephanie Aldrich
- Chris Brim
- Tyler Brown
- Erin Kelly
- Pat Kenny
- Heather Meyers
- Ryan Nellenback
- Mike O'Connor
- Mary Pat Root
- Kevin Sapio
- Olin Stratton
- Chris Thuot
- Steve Wiley

DGC Charges

- The purpose of the Data Governance Council is to address the following issues:
 - Data quality – accuracy of data in our institutional data bases
 - Data integrity – processes & procedures to ensure quality and validity of institutional data
 - Data integration – ability to connect & interrelate data from different databases
 - Data monitoring – periodic systemic data scanning and metadata checking
 - Data access – determining who has access to institutional databases

Preliminary work

- Reviewed other higher ed institutional data governance policies
- Identified the roles we each have in using and securing data
 - Identified pain points in usage, access, security, etc.
- Made recommendation on Starfish Data analytic dashboards
- Reviewed Ellucian's review of Data Governance at OCC from Nov 2017
 - Action steps had been defined to further enhance data governance at OCC
 - Our Data Governance Council members were divided up to address the themes identified in this report.



Three subcommittees

- Academic Affairs
- Student Affairs
- IT/Finance

Academic Affairs

- Reviewed list of commonly used data types (grades, curriculum, scheduling, assessment, student planning, etc.)
- Considered role-based access to each of these data bases (Provost, AA, chairs, coordinators, faculty, school teams, support staff, students, etc.)
- Once role-based access is determined, training and security can be developed by data custodians (IT)
- See excel spreadsheet

Student Affairs

- Reviewed data ownership related to student onboarding, recruitment, financial aid, and registration & records
- Student onboarding & recruitment and R&R data is owned by Academic affairs so that subcommittee will categorize role access to this data
- Student Recruitment prospect data users are reviewing implementation of new CRM (customer relationship mgmt. system)
- Financial aid is working with IT to determine criteria for giving access to FAFSA records and confirming who has access

IT/Finance

- Biggest task is creation of Data Dictionary – work is underway
- Identified the following issues:
 - Data errors – mostly in Colleague CORE screens
 - Access issues
 - SOPs are unclear
 - Data security – review of security access is underway to ensure compliance
 - Colleague first, then HR, Finance, Student and Academic data will be reviewed
 - Educational/training shortcomings – review of Ellucian videos is underway
 - Regulatory concerns

Next steps and timeline

- Subcommittees continue to meet
- End-of-year report for CLC and President in May 2021
- Continued work next year as
 - access is better defined for various databases
 - training needs are identified
 - training is implemented