**Identity Management Leadership Group (IMLG)**

**Meeting Minutes**

**Thursday, October 12, 2017**

1. **Review/Approve Last Meeting Minutes (Jason Fishbain)**
   * Thursday, April 13, 2017 Meeting minutes were motioned and approved by IMLG.

* Attendance: Jocelyn Milner, Kevin Breese, Jim Helwig, Scott Owczarek, Jason Fishbain, Ty Letto, Arnold Jennerman, Brian Ward

1. **Discussion on Data Management Plan- BIO/DEM applicant/student data (Jason Fishbain)**

* There has not been a lot of movement on this yet. This will start closer to Jan. 1, 2018. Jason met with Laurent Heller for a planning session around the creation of a Data Management Strategy. This will make data about our employees and students. BIO/DEM will fall into this.
* UW-Madison has applications from different admissions processes across campus. There is a need for long-term architecture and we also need to look at building a long-term solution. The Admissions Office is ready to intake data and certain data elements, but they do not know where to store it.

1. **Discussion- Recommendation for assigning a Data Steward for WIsCard/Photos (Ty Letto)**

* In 2010 a group addressed the issue of the data coming in around official photo. After meeting with Legal a document was created stating that the photo is a data element. The document states how and what use of the photo would be and has a requirement for watermark to stamp authenticity.
* Approval of usage/access to WisCard photo use sits with Data Stewardship Council. Do we want to revisit or revise this document? We need to be considerate of the expectation of individuals. Jason is supportive with individuals having access to data, but we need to teach them how to use it properly. The committee agrees auditing and accountability should not be a group, but more of a role.
* Any recommendations will go to the Data Stewardship Council. There is a need for a more agile process. We also need to consider pre-approved process and establish a criteria. The requirements are clear. Screening everything will the customer first and then we can bring to this group. If they have met all of the requirements the data can be shared before this group approves.
* Jason suggests taking requirements and use to Stewardship Council for formatting. Auditing falls on Scott Owczarek and Mark Walters for formal approval.
* Jim Helwig explained the layout for MyUW. Should we be able to change or upload an avatar? Should we be able to use our own photo for WisCard? Jim will look for more answers.

1. **Updates- Data Governance Program at UW-Madison (Jason Fishbain)**

* The Office of Data Management and Analytics will report to the VCFA and APIR. The InfoAccess team will now report to Jason. We want to make data more available and integrated. More campus-wide communication is coming soon.
* The Data Governance program approved policy and procedures. There is now a criteria that needs to be met to gain access to restricted administrative data. We want to make sure users understand the responsibilities with having access and we need to inventory those that do. Restricted Administrative Data training is being built now. The goal is to launch in the beginning of 2018.