Members: Lisa Johnston, Sarah Grimm, Jeff Karcher, Lee Konrad, Jeff Korab, Anne Bilder, Allison La Tarte, Scott Owczarek, Jeffrey Savoy, Catharine DeRubeis, Margaret Tennessen, John Zumbrunnen, David Honma, James Yonker, Andrew Johnson

Attendees: Lisa Johnston, Sarah Grimm, Jeff Karcher, Jeff Korab, Anne Bilder, Allison La Tarte, Scott Owczarek, Jeffrey Savoy, Catharine DeRubeis, John Zumbrunnen, David Honma, James Yonker, Andrew Johnson, Britt Baker, Katie Block, Katherine Charek Briggs, Steven Tan

Data Governance Council Meeting Minutes
Tuesday, May 24, 2022
8:30-9:30 a.m.

1. **Welcome and Introductions**
   a. David Honma
   b. James Yonker
   c. Andrew Johnson

2. **Review/Approval of Minutes from 4/26/22**
   a. Approved.
   b. Lisa reviewed the 4/26 meeting topics/insights.
      i. For the visioning exercise, we identified/explored data literacy components, the impact of data classification on controls and compliance, the retention of institutional data, and building awareness with campus stakeholders.
      ii. We also looked at expanding data governance policies and structures. This includes work from about the past three years. We have our institutional data policy completed and 3 out of 6 standards and procedures started. We are also building out data domains, especially to support interoperability, and on-ramping for new data systems.
      iii. Is there a way to monitor purchasing/procurement of new systems on campus?
         1. Scott Owczarek: Not everything goes through Procurement, especially, low-dollar purchases, which makes it difficult to monitor.
         2. Jeff Savoy: This is a well-known issue in the Teaching & Learning space. Working closely with DoIT Academic Technology.
         3. Anne Bilder: UW-Whitewater asks faculty to send their syllabi for review of third-party tools. Could be a monitoring mechanism for UW-Madison.
            a. John Zumbrunnen: Knowledge-building at the department level might be a good scalable approach for Madison to communicate the institutional data policy. Ideally, department chairs would understand and communicate the policy.

3. **Socialization of the decision to rebrand *Preferred Name* to *Name in Use* (Scott Owczarek/Katie Block/Katherine Charek Briggs)**
   a. Recommendation that informed this decision:
      i. Since 2013, Madison has used the term "Preferred Name" in campus systems. It will be rebranded as "Name in Use" – the original term is outdated language because it implies that the name is optional.
      ii. Aligns with other campuses that are moving away from preferred name.
   b. Additionally, any user of Canvas can indicate their pronouns, but we don't otherwise have that yet in campus systems. There are plans to implement this in the future to promote inclusivity.
   c. Lisa: Will need to update the definition in Data Cookbook and raise awareness with stakeholders about the change.

4. **Integrations Standard Subcommittee (vote to approve)**
   a. Lisa: This is a subcommittee that is aimed at fleshing out one of the sections of our institutional data policy regarding how we will source data from systems of record. Also, that any data products will avoid unnecessary duplication and follow university standards for integrations.
   b. The proposed subcommittee will be charged with developing the standard for integrations and will be led by Tom Jordan. It will bring output to the DGC for guidance and approval.
   c. The group approved the subcommittee.

5. **Unified Data Access (Tom Jordan**
   a. Postponed to June 28, 2022.

6. **Next Steps**
   a. Call for agenda items.
      i. Common application will be allowing gender X in addition to M/F. The 2024 application cycle begins August 2023. How to handle as a campus. How to do federal reporting, etc.
      ii. Parking lot for ideas on future Data Governance Council topics
      iii. Data security classification
   b. The next meeting is June 28, 2022, on Microsoft Teams.