

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, Jack Talaska

Attendees: Lisa Johnston, Allison La Tarte, Catharine DeRubeis, James Yonker, Jeff Korab, Jeffrey Savoy, John Zumbrunnen, Lee Konrad, Scott Owczarek, Britt Baker

Data Governance Council Meeting Minutes

Tuesday, August 23, 2022

8:30-10 a.m.

1. Updates

- a. Lisa: Two subgroups have been meeting over last couple of months are moving forward with their objectives.
 - i. The Core Person Operational Group (led by Tom Jordan) is developing a picture of all systems that collect data related to people and how to manage data across systems.
 - ii. The Ad-Hoc Interoperability Standard Subcommittee is focusing on interoperability between systems, i.e., APIs. Communicating classification of data, how to document so it can be in context. Drafting standard to document the main challenges.

2. Clinical Data Governance

- a. Lisa: Is clinical data institutional data? Policy covers all data collected by the university except research data. The Office of Compliance oversees the HIPAA program on campus. Should medical records be separated from data in general and called out by our policy?
- b. In 2020, a medical affairs domain was recommended by a group that presented to the council.
 - i. Jeff: This domain was intended to include data around the medical enterprise of the school, like financial data. Clinical data was considered to be out of the scope of the DGC, similar to the way research data is excluded.
- c. Lisa: The HIPAA compliance office meets regularly. I will see if Jack Talaska can present/provide more information on this topic so we can make a formal recommendation about updating our policy.

3. Governance Framework – Small Changes to Website and New Content

- a. Lisa: I've made some small changes to the website. Trying to provide more clarity on the focus of the data governance program going forward with a new graphic.
- b. Feedback
 - i. Scott: Might call ethics out as its own pillar because it's such a big piece. Could have compliance and security as a bottom row going across because it applies to everything. Another way to present it.
 - ii. John: Like the inclusion of ethics also. We might need have conversations to flesh out scope of ethics in relation to privacy and security. We may be edging into analytics/areas adjacent to data governance.
 1. Allison: One of the identified gaps is that we didn't have a formalized analytics strategy from the beginning, which would drive direction of governance, warehousing architecture, and access to different user groups. We need to have a shared strategy for the institution moving forward. This work is starting to take place now and will have some overlap with this group.

4. Data Domains – Documenting the Onboarding Process

- a. Lisa: I would like to be able to communicate more clearly in my presentations and on the website about how domains are created. There are eleven domains currently, and some potential new domains. I met with the

Extension group a couple of times, and they have a data governance program and data governance officer. We'll need a framework to figure out how they fit.

- i. Another question is around university relations and communications efforts – how is that information governed and managed? Would like feedback on potential next steps.
- b. Feedback
 - i. Scott: I like the idea of creating criteria or a rubric to determine what qualifies as domain. What are our peers doing?
 - 1. Lisa: I've started reaching out to them on this topic.
 - ii. Lisa: I'll reach out to the data stewards to see about getting a small group together to look at this more in depth.

5. Call for Topics/Speakers for Future Meetings

- a. Lisa: I'm looking to fill out our agendas for the fall semester and would like your recommendations for future meetings. I'll send this question out via email as well.
 - i. Extension data governance program
 - ii. In support of the clinical data vote, would be useful to hear about the HIPAA exec board and their experience in general.
- b. The next meeting is September 27, 2022, on Microsoft Teams.