

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, Adam Paulick, Alan Monette, Allison La Tarte, Anne Bilder, Britt Baker, Catharine DeRubeis, David Honma, James Yonker, Lee Konrad, Jeff Korab, John Zumbrunnen, Kevin Donahoe, Sarah Grimm, Scott Owczarek, Steven Tan

Data Governance Council Meeting Minutes

Tuesday, November 22, 2022

8:30-10 a.m.

1. ATP and ancillary systems project update (Kevin Donahoe and Adam Paulick)

- a. Kevin Donahoe and Adam Paulick presented on ATP update, ASP update, administrative systems portfolio management approach, and data governance touchpoints.
- b. Discussion/feedback
 - i. Document management as a project is a big need. Is your team facing any concerns about getting to 2024?
 1. There's a big risk to the program and campus partners because we don't yet know the complete picture in terms of work. No showstoppers, just a risk of the unknown. Focusing on getting to the point of identifying issues and appropriate resources.
 - ii. May need to dig into the various systems to see what the various impacts will be – finance, HR, etc. With 2024 looming, it's difficult because we don't want to duplicate effort.
 1. I'd expect the next phase of development would address a lot of these concerns. Intentionally have a 9-month long testing phase before 2024. We understand there are different priorities and resources at the campuses.
 - iii. How are you identifying system owners? Connection to our existing data governance structure to those conversations?
 1. We are relying on people in the local units as we do this work. Integrate as closely as possible to accommodate the existing system. Have to identify if significant changes to the data and try to get all the right people at the table to bring up issues. The list is published of all the systems we're looking at. We can give you access to our dashboard so you can see all the systems we're talking about.
 - iv. Campus records officers are working on reviewing record schedules, and we've identified HR as a big one to look at. Interested to hear if records management has come in the conversation at all, including around retirement of old systems.
 1. Kevin: It's come up in the conversation, but framework has not been fleshed out. Still some work to do there.

2. Security risk identified with current Tableau workbooks available to the public (Allison La Tarte and Steven Tan)

- a. Allison La Tarte and Steven Tan presented on a potential security risk identified with public Tableau workbooks.
- b. Discussion/feedback
 - i. How was the decision made that we weren't going to accept the risk around public visualizations? It's a very tight timeline and will have a big impact.
 1. We looked to System to see if we could delay making this change due to these concerns, but it wasn't an option. If there are things my office could do to help with the move, we can try to dedicate some extra resources to help. The enrollment report will have to be rewritten and there are downstream impacts. We're meeting with Cybersecurity next week to get a better understanding of potential solutions. We know the timeline is very tight and I

anticipate there may be more delays. We will go back to the developers and make sure everyone's aware.

ii. Is it a move or a rewrite?

1. If it is a report that doesn't refresh regularly, or infrequently, it can simply be moved. If it requires frequent refreshes the backend will need to change. Tableau Public relies on Google sheets for its backend for frequent refreshes. Could buy more time to move the more static reports first and focus on the reports that need rewrites.