

**Members:** Anne Bilder, Catharine DeRubeis, Natalie Feggestad, Sarah Grimm, David Honma, Lisa Johnston, Jeff Karcher, Lee Konrad, Jeff Korab, Allison La Tarte, Scott Owczarek, Jeffrey Savoy, Mark Sweet, Jack Talaska, Margaret Tennessen, James Yonker, John Zumbrunnen

**Attendees:** Anne Bilder, Catharine DeRubeis, Natalie Feggestad, Sarah Grimm, Lisa Johnston, Jeff Karcher, Jeff Korab, Allison La Tarte, Jeffrey Savoy, Mark Sweet, Jack Talaska, Margaret Tennessen, James Yonker, John Zumbrunnen, James Falkofske, Heather Johnston, Tom Jordan

## **Data Governance Council Meeting Minutes**

**Tuesday, April 18, 2023**

**8:30-10 a.m.**

Note taker: James Falkofske

### **1. Updates**

- a. Britt Baker's last day in the DAPIR office was March 24th. Thanks to James Folkofske for helping with today's notes.
- b. Welcome new Council member Natalie Feggestad (Director Madison Budget office)
- c. Tableau server for public visualizations (Allison La Tarte) - Changes with HelioCampus Enterprise Analytics Platform; Tableau server administration moving to HelioCampus. That would not allow visualizations to the public. Meetings with Cybersecurity to discuss sharing information publicly. Decision was to purchase own Tableau server that would ONLY have PUBLIC visualizations (as separate from internal visualizations). New URL and standing up that server. Developers won't have to change how they serve those visualizations. Minimal changes for Tableau developers. Some go to the server and some go to the links, and URLs will have to be updated where they exist. System keeps moving cut-off time for server administration ends (June/July) – and we are in a good spot for moving forward. Email sent to Tableau group and having additional discussions this month.

### **2. Update on WisCard Photo Policy (Tom Jordan)**

- a. Core Person Operational Data Governance Group, revision of WisCard Photo Policy, some groups no longer exist in the data governance structure regarding WisCard Photos.
  - i. Core Person Governance, policy needs refresh (concepts and groups that no longer exist), and perceive a need to be more comprehensive about what we will be doing with photos, so that data privacy and practices are in alignment. We want to make sure that we are clear what we will be doing with them. Refresh policy, figure out who owns the policy for WisCard Photo, and look at a more comprehensive policy around all photos to be in alignment with University privacy standards.
  - ii. Looking to have Core Person Operational Data Governance Group to manage this policy and to update current data and policies to be standardized and more comprehensive.
- b. Discussion
  - i. Jeff Karcher: Section 1A – access to WisCard photos is limited to business needs, and need definition of business needs, and mentioning data access and governance.
  - ii. Tom Jordan: populating internal directories for profile purposes, for departments, and we need more in the policy to address things like that. Most suitable would be a professional photograph instead of an ID Card photo. How would an individual want their photo likeness represented. Right now – policy states that the photo will be used on their ID Card, and that only.
  - iii. Lisa: getting feedback from Jim Wysocky (Director of WisCard Services)
  - iv. Tom Jordan: is this group comfortable moving ahead with this revision. Any objections? Hearing none – bring back to Core Person Governance Group and bring back a comprehensive policy.

### **3. Data Classification Policy (Heather Johnston)**

- a. Heather Johnston, IT Policy Writer and Analyst, Office of Cybersecurity presented on the Data Classification policy. Lots of types of Institutional Data. Need it available for business purposes to appropriate people. Want consistency and better handle data provisioning, with a shared vocabulary to have conversations across campus and with UW-System. Less audit risk if fewer policies and less ambiguity.
  - i. UWSA revising SYS 1031. ATP-driven transition to Workday. Need data lake, must be classified to have appropriate handling
  - ii. UW-504 Data Classification not updated since 2010. Change from 4-tier to 3-tier system. Perhaps having a sub-category in Restricted to be "Highly Restricted". Next steps to form a Discovery team to assess the landscape, and then seek help with DoIT Project Management Office to facilitate policy revisioning.
- b. Discussion
  - i. Anne: If it is public it is inherently no risk. I think the low risk conflicts with the determination of something being "public". I liked the former Madison designation.
    - 1. Lisa: Yes – LOW RISK is not NO RISK, can carry back to UWSA.
  - ii. Does UWSA have a Cyber Security group? Yes. Joe Johnson (policy person) focused on Cyber Security and Audit.
  - iii. Still need to have the language and categories vetted.

#### 4. **Draft Data Governance Roadmap (Lisa Johnston)**

- a. Lisa presented priorities for upcoming year and start putting down ideas and areas of need. Today, giving a brief overview and identifying additional needs and stakeholders. Align with other elements around campus. Next time, will work on prioritization.
- b. Discussion
  - i. Jeff Karcher: is the intent of this for internal for the council, or more public facing? Could be more internal – timeline can be more defined and prioritized.  
Lisa: not decided yet, can be either one. Next step after feedback from this group, get more support to prioritize and set timelines.
  - ii. Mark Sweet: Seems very thorough. And we'll need to prioritize, as you said.