



Data Governance Council Meeting Minutes September 24, 2019

1. Introductions

- a. Present: Jeff Korab, Lee Konrad, Scott Owczarek, Bob Turner, Amanda Reese, Liv Goff on behalf of Dan Langer, Jeff Karcher, Tena Madison, McKinney Austin, Melissa Chan

2. Review/Approve Minutes from 7/23/19

- a. Not enough members for a Quorum. Will table for next meeting.

3. Review and Discuss Draft Data Governance Council Charter

- a. We submitted a vote for the Program Charter electronically is now awaiting Exec Sponsors approval.
- b. Updates to this Council Charter were inspired by examples of other charters including the GDPR Implementation Team Charter with Nancy's permission from Legal Affairs
- c. We discussed each section of the charter:

Mission

Intended to reflect that data governance is ever changing and so should our actions be surrounding them.

- i. Call out the importance of providing resources (funding, time, energy) was put under Exec Sponsorship and is also under page 2. Feedback to include in the mission as well.
- ii. Clarify that this Council does not have the authority to make policies – only to recommend policies to Exec Sponsors who then implement
- iii. Include 'compliance efforts' in sentence 2 or 3

About

- i. Call out shared understanding and communication

Goals & Objectives

- i. Clarify that awareness & understanding differs from training

Guiding Principles

- i. Use a stronger word than 'champion' and address whether divisions can opt out. However, this is in the program charter and does not quite fit in this scope.
- ii. Add consistency & accuracy next to trustworthy
- iii. Address ethical responsibilities and doing no harm in the Mission and in bullet 3 or 4. If not here, then it should be called out in how to educate people.



Structure & Membership

Instead of specifically listing positions like in the original charter, this is intended to provide a more flexible description in order to accommodate evolving needs.

- i. Exec Sponsors: Call out University Committee, Faculty Senate in Exec Sponsors and others as needed

Responsibilities

This explains the expectations of members and of the Council as a whole. Intended to be worded flexibly. No Suggestions made.

Subcommittees

No suggestions made.

4. Discussion of Council Membership

- a. Need to clean up the list of members. Original council charter and current roster are inconsistent and there are apparent gaps (e.g. VCRGE's RSP & Research Compliance, Student Affairs, University Relations, DoIT, Budget, FP&M).
- a. Membership paragraph
 - i. Suggestion that the document should say generally that membership includes individuals with planning, policy-level, or management responsibilities for data within their functional areas and requires an up-to-date membership roster to be attached to the charter.