

Functional Data Governance Committee

Virtual TEAMS Meeting Thursday February 11, 2021
Functional Data Governance Committee Meeting #12

Michael Gibbons, Shane Allen, Ron Ardelean, Deepa Arora, Jenia Bacote, Beverly Bergman, Beth Byers, Kevin Cantwell, Adon Clark, Christy Colvin, Erin Crider, Julie Davis, Geoff Dyer, Laura Gay, Corey Guyton, Lora Foskey,

since 2015. Update aligns us with new BPM expectations, clearly defines roles, and current on policies and procedures. Policy is presented for view. Most important part is 5th paragraph.

- b. Records Management Program Workgroup (Tsavatewa) – 5th paragraph, by passing this policy – Chris went over this. There is a workgroup doing this and will have done by end of May. Gibbons, Waters, Geoff, Tamatha are in this workgroup. Voting will be sent via email to the voting members – email vote by next Thursday at noon. Will be reaching out to groups that need members involved.
- c. Data Elements and Data Definitions Workgroups (Tsavatewa) -
 - i. System Classification and Prioritized – 93 apps and platforms has been completed by OTR. Joel completed this and classified them accordingly (confidential, sensitive, etc.). Big lift. Pulled into a centralized scheme. Systems used. Look at this in phases according to specific needs/usage. There are about 20 that will be in the beginning phase. Those stewards and administrators will be contacted in the next week to begin discussion about securing existing data definitions, those available from USG, and reconciling institutionally with USG.
 - ii. Instructions and Methodology – following things that have been adopted internally.
 - iii. Workshops – work groups will be allocated according to the users (PS financial, HR software, etc.). Workshops will help work through problem areas and prioritize systems. Need to show movement in this area.
- d. MGA FDGC Monitor/Audit Subcommittee (Stanley)
 - i. Stewards – Review BPM Sec 12 Checklist, Locate/Create/Produce Relevant Procedures – have meet as a subcommittee (Julie Davis, Christy Colvin, and Brian). Will meet regularly. Have started a checklist. Will call on Data Stewards for evidence, which will require creation of procedures. Will need more help in order to finish by July. Would like someone from Student Affairs. Do have gaps in this area, have a lot of documenting to do