The Council discussed elections and business operations and determined to elect a chair and vice chair. Braden Hosch was nominated and seconded for Chair; Kim Berlin was nominated and seconded for Vice Chair. Both were approved by unanimous vote. It was agreed that the duties of the secretary could be handled by Theresa Diemer in IRPE, who will continue to take minutes for the group. Meetings will follow Robert’s Rules of order and deadlocked issues will be escalated to PMO office.

The Functional Data Governance Committees (FDGCs) and Membership Worksheet was reviewed. Updates to the areas listed included updating Bursar to Bursar/Student Accounts, adding Campus Card, and removing FSA. It was decided that Advancement shouldn’t be included because they do not feed any data into PeopleSoft. Kim will post worksheet on Google Drive. Each member of DGC will review their areas for Data Stewards. Mike R. will ask Rodney to reach out to Maria for East Campus designees.

The Council discussed training for data stewards. Kim spoke about book which outlines training initiatives for Data Stewards called Data Stewardship by David Plotkin. It states that training initiatives should include an inventory of data assets, prioritization of data elements, data stewards should be publicized and data stewards should manage metadata and data quality. Suggested that “real world” examples should be used to help explain concepts and convey message. Discussion if data stewards should have backups. It was agreed that they should but not initially.

Reviewed Data Governance Pending Issues list.

Maturity Model to be filled out for next meeting.

Next meeting April 13, 2017 at 2:00 pm – 3:00 pm in Provost’s Conference Room.

**Attended by:**
- Ahmed Belazi
- Braden Hosch
- Diane Bello
- Jacqueline Pascariello
- Kathryn Larsen
- Kim Berlin

**Not in attendance:**
- Michael Ospitale
- Michael Riordan
- Theresa Diemer
- Tracey MacEachern
- Wendy Tang
- Adnan Rangwala
- Peter Baigent
- Jim Murry
- Lyle Gomes