Minutes from the April 2021 meeting were reviewed and approved.

**Data governance charter revisions review and adoption** – Data Governance Charter revisions were reviewed and approved.

Revisions include changing the scope to include all “administrative data” except research and HIPPA protected data, and clarification of what we mean by administrative data.

*Administrative data are information collected or created through a function of the university. These data are owned by the university with responsibility for stewardship delegated to areas or individuals.*

Discussed how the relationship extends to Stony Brook Foundation (SBF) and shared data. Will most likely apply only to the shared data between SBU and SBF. This will be the same with FSA data.

**Maturity Model** – Data governance maturity model typically runs every two years to see how we are progressing with Data Governance in the organization. Includes questions on Organizational Structures, Data Quality, Roles and Responsibilities, Communication, and Culture; rated from Level 1- Informal to Level 5- Integrated and Optimized. Previously sent to the Data Governance Council and both Functional Data Governance committees (~50 people). Received responses from 32 people with an overall rating of 2.4 in 2017 and 2.8 in 2019. This year’s survey will go out to the Data Governance Council and people identified as contacts on Data Asset Inventory. People are asked to respond to data they work with or oversee. We are updating the survey response option of “No response” to “Don’t know” for data people are not familiar with. Proposal to include people with President and provost in title, Vice, Associate, Assistant except for “Assistant to”. We also need to review the survey to maintain animosity while providing high level demographics. The Maturity Model will be sent out next week or week after.

**Data dictionary collection under expanded scope** – We have about 80 data assets on the university side and over 150 on the hospital side. We will continue to concentrate on the university side. We will reach out to data asset contacts to ask for data dictionaries. Should get some people that send a data dictionary for their asset, others that need to follow up, and some that will not respond or do not have a data dictionary to provide. Need to see what we get before we determine how we will manage. Discussion on if the move of East campus reporting to Provost will affect the data assets. It is believed that some will change like CBase and Slate but not all.

**Items to cover in annual report** – Framework restructure, data asset inventory, and maturity model. Possibly forecasting on expanded scope.

**Other business relevant to the Council** – No other business discussed.

The next monthly meeting is scheduled for June 10, 2021 2-3 pm on zoom.

**Attended by:**
- Ahmed Belazi
- Braden Hosch
- David Bousquet
- David Cyrille
- Diane Bello
- Jim Gonzales
- Kim Berlin
- Lyle Gomes
- Nicholas Prewett
- Paula Di Pasquale-Alvarez
- Robert Davidson
- Tracey MacEachern

**Not in attendance:**
- Andrei Antonenko
- Paula Di Pasquale-Alvarez