

Data Governance Council
Meeting Minutes September 8, 2022, 2-3pm Provost's Conference room/Zoom

Minutes from June were reviewed and approved.

Review of Annual Report – Annual report for 2021-22 major accomplishments include:

- Extended University data asset inventory to add 29 assets and retire 6 assets for a total of 95 assets
- Continued implementation of Data Cookbook metadata management tool-139 approved definitions and acquisition of data profiling module
- Launched a pilot project to dispose of sensitive data after they are no longer needed
- Launched a review of the University's data access policy
- Acquired a data tool to clean address data
- Received approval to hire a data governance specialist

Annual report was approved by committee.

Election of Chair and Co-chair – Braden nominated Kim for chair. Dawn nominated Nick and/or Diane to serve as co-chair. Kim and Diane accepted nomination. Accepted nomination by proclamation.

Updates on: – **Data purging**- Slowed due to upgrade. Currently, having difficulty putting together a team to “push the button”. Created an ongoing process that needs to be implemented. Starting with ISIR records for students that never attended. **Data access policy** – Braden reached out to Matthew Nappi, Chair of ISPC; Marissa Trachtenberg, Director of Risk Management & Policy Compliance; Dara Goldstein, Chief Privacy Officer, Stony Brook Medicine; Doug Panico, Assistant Vice President, Audit & Management Advisory Services; and Andrew Hoffman, Chief Information Security Officer, Stony Brook Medicine. First meeting is next week. Should have report by end of October. **Business Analyst for Data Governance**- position to be posted, pending meeting with HR.

Priorities for 2022-23– Priority 1- Role-based data access: waiting on data access policy. Standardization would help with increasing productivity by streamlining access and creating consistency. Need HR implementation to provide identity management. Also, need role-based management. Priority 2 – HS transcript data: predictability based on HS classes taken but we don't have data to backup. Rich M may be able to help with that so it should remain on list. Priority 3 - Published list of data stewards: not published because of security reasons. Data access policy may encompass need for this. Priority 3 – Communication to Data stewards: tied to Published list of data stewards. Priority 3 – Application for clean postal address: tool has been acquired and is waiting implementation. Will be useful for Slate mailings to prospective students. Also, would be helpful for Advancement. Priority 6 – Consistency of local titles: part of migration to Oracle Cloud HCM. Possibly add RFP. Priority 7 – Data access policy: Committee is being convened. Priority 7 – Policy for what goes into PS: Review data that is flowing into PS to reduce unnecessary data. Need a subgroup to review. Nick- when does a student become a student? Would be helpful to have once an applicant is admitted because Financial Aid needs as soon as possible for Single Sign On (SSO).

Discussion will continue next meeting. The next meeting is scheduled for October 13, 2022 2-3 pm in the **Provost's Conference room/Zoom**.

Attended by:

Ahmed Belazi	Diane Bello
Andrei Antonenko	Jim Gonzales
Braden Hosch	Kim Berlin
David Cyrille	Lyle Gomes
Dawn Medley	Nicholas Prewett

Not in attendance:

Robert Davidson
Sara Lehmann

Paula Di Pasquale-Alvarez
Susan Agro (in for Kathleen LeViness)
Theresa Diemer
Tracey MacEachern