

**Data Stewardship Task Force**

**Agenda**

**Wednesday, November 4, 2020**

**Zoom**

[Join Zoom Meeting](https://cccconfer.zoom.us/j/5506325635?pwd=TUFsaiszWHhtWEx4WXZzR0FlREw0Zz09&from=msft)

1. Review October Minutes
2. Updates:
   * MIS Data Flow Chart - Final
   * Data Governance Roles and Responsibilities
   * Finalize the MIS Ownership Table
3. MIS Report – SG: Special Populations
   * Introduction – Quarterly Report
   * Data Elements,
   * Source of the data – Banner form
   * Data Entering - Department & Staff (Data Steward and Data Function User)
   * Data Validation
     1. Tools/Method: SQL developer/Cognos report
     2. Processes - clean up;
4. Look up: previous year’s data reported – Data Mart data