**Data Governance Committee**

**Minutes**

**Thursday, February 3, 2022**

**2:00 p.m. to 3:00 p.m.**

**Zoom**

Present: Xiaohong Li, Barbara Amerio, Amanda Bauer, Damon Bell, Brandy Young, Leslie Minor, Rebecca Murillo, Armin Rashvand, and Jennifer Altenhofel.

Absent: Sharyn Eveland, Sherry Anderson

Secretary: Krystal Allikas

Minutes

Minutes from last meeting were reviewed.

Discussion

Xiaohong led the meeting with a discussion, “What is Data Governance?” She defined data governance and explained the role. It was discussed how data changes can affect other departments and should go through the Data Governance Committee (DGC). Xiaohong asked the committee what their thoughts are on the DGC or what is should be.

Projects
Xiaohong gave examples of some projects IR would like to be considered for the committee. A suggestion was made to prioritize project items and create data definitions.

* **Duplicate IDs** - Duplicate IDs were discussed on whether we can remove the “Do Not Use” IDs. It was determined there is no current policy in place on the removal of duplicates.
* **New/changed course names** - Curriculum & GE Committee makes those changes. Crosswalk for flagging similar or same course names does not exist in Banner. Names are selected based upon three or four letters and phonetically easy to remember for students. Changing course name procedures can be conveyed to the Curriculum & GE Committee per Leslie.

**The next meeting is scheduled for March 3, 2022 at 2:00 p.m. The location is TBD.**

Respectfully submitted by Krystal Allikas