

# Data Governance Council (DGC) Meeting Minutes

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**Date 3/13/2025**      Teams; 2:00 PM

Information about DGC: [WVU Data Governance Council | General | Microsoft Teams](#)

Attended	Title	Name
X	Associate Vice President for Institutional Data and Analytics	Lisa Castellino-Gergich (Chair)
X	Executive Director for Infrastructure and Operations, ITS	Steven Watkins (Vice Chair)
	Senior Associate Vice President for Finance	Barbara Weiss
	Associate Provost for Curriculum and Assessment	Louis Slimak
	Associate Vice President for Enrollment Management	Sandra Oerly-Bennett
X	University Registrar	Joshua Imes
X	Interim Chief Information Security Officer	Lee Lawson
X	Sr. Associate General Counsel	Abigail Wolfe (Ex-Officio)
X	Director of Benefits and Compensation Administration	Rebecca Meyer
X	Chief Financial Officer, WVU Institute of Technology	Amy Alton
X	Data Governance Lead, Institutional Data and Analytics	Jeffrey Witt
X	Director of Data Engineering, Information Technology Services	John Loeffelbein
X	Associate Vice President Research	Sheena Murphy
	Chief Budget Officer	Dixie Paletta

## Next Meeting:

Next Meeting is: April 10<sup>th</sup>, 2025 2:00 PM Teams:

### Agenda:

1. Center the council's understanding of the Data Classification Policy
  1. Where to find the policy
  2. How and when to apply the policy
  3. Invite members to discuss any top-of-mind examples with the council
    1. HIPAA/ GLBA
2. Enlist sub-councils to uncover current state needs and recommend shared definitions for cross-domain data points
  1. How is your area using these data today? If so, how are you defining them? Location? Calculation? Timing?
3. Standing agenda item- present cross domain issues- proposed resolution and next steps

### Notes:

- Data Classification policy
  - Reach out to Lee Lawson if you are in a situation where you think there is a need for clarification of the data classification policy
  - Data lineage
    - We want to be able to identify the source of each data element
      - Ex. WVU should not be pulling data from FAFSA when those data can be sourced from another location
        - Mapping data flows are important for some upcoming changes to FAFSA regulations
    - Everyone needs to apply appropriate controls for data sources when doing integrations and/ or reporting
      - Consult Lee for restrictions on regulated data sources
- Confirmed that HIPAA covered data is not under consideration for the DGC
  - These data need to be treated differently than other data
- Data domains are classified upon who's overseeing the data rather than the system of record
- Certain data will need to be positioned in a "University domain"
  - WVU ID is an example of data that will be in the University domain
  - We will need to compile the data elements that make up this data domain as we build out the program
- Creating common definitions for shared data assets
  - The DGC created a list of over 100 assets that need consideration across domains
  - The priority will be those assets that will be needed for the Workday integration
    - Jeff will collect the list of data assets needed from the Workday team
      - This will include proposed definitions from Workday/ Huron
    - Jeff will work with Talent and Culture data stewards to identify data sources
    - The DGC will provide use cases to the Talent and Culture data stewards
- Jeff will be sending out action items for the team to complete

- Identifying individuals in each functional area who can represent the needs of the area regarding the data assets from Talent and Culture
- Identifying use cases of the data assets in each functional area

## Voting

A quorum for conducting committee business shall consist of 50% + 1 voting members. Motions shall be approved by a simple majority.

Voting may occur via email as deemed appropriate by the Chair. A quorum of responses is required for the vote to be official.

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### Data Governors to do/Things to remember:

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- The below items are next steps/action items.
  - Identify and share cross domain data issues
    - Issues can be shared with me
    - Or just [add a post in our Teams channel](#)
  - Let me know if you'd like to continue the one-on-one meetings
  - Look out for updates to the [Managing Data Assets webpage](#)
    - Data glossary containing terms from our public dashboards
    - Our own data governance page!