

# Data Governance Council

March 13<sup>th</sup>, 2025

2:00 – 3:00PM

# 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

# Data Classification Policy- placeholder for Lee

## Policy purpose

- The purpose of this Policy is to establish the rules that govern the classification of information generated through the academic, administrative, research, and outreach activities conducted at West Virginia University, West Virginia University Institute of Technology, and Potomac State College of West Virginia University (“University Data”).

# Cross domain data assets- current state

*"I don't know where these data came from."*

*"Why are these dashboards giving me a different number than X's dashboards?"*



*"Why are the numbers in this data request significantly different than the last time I pulled them?"*

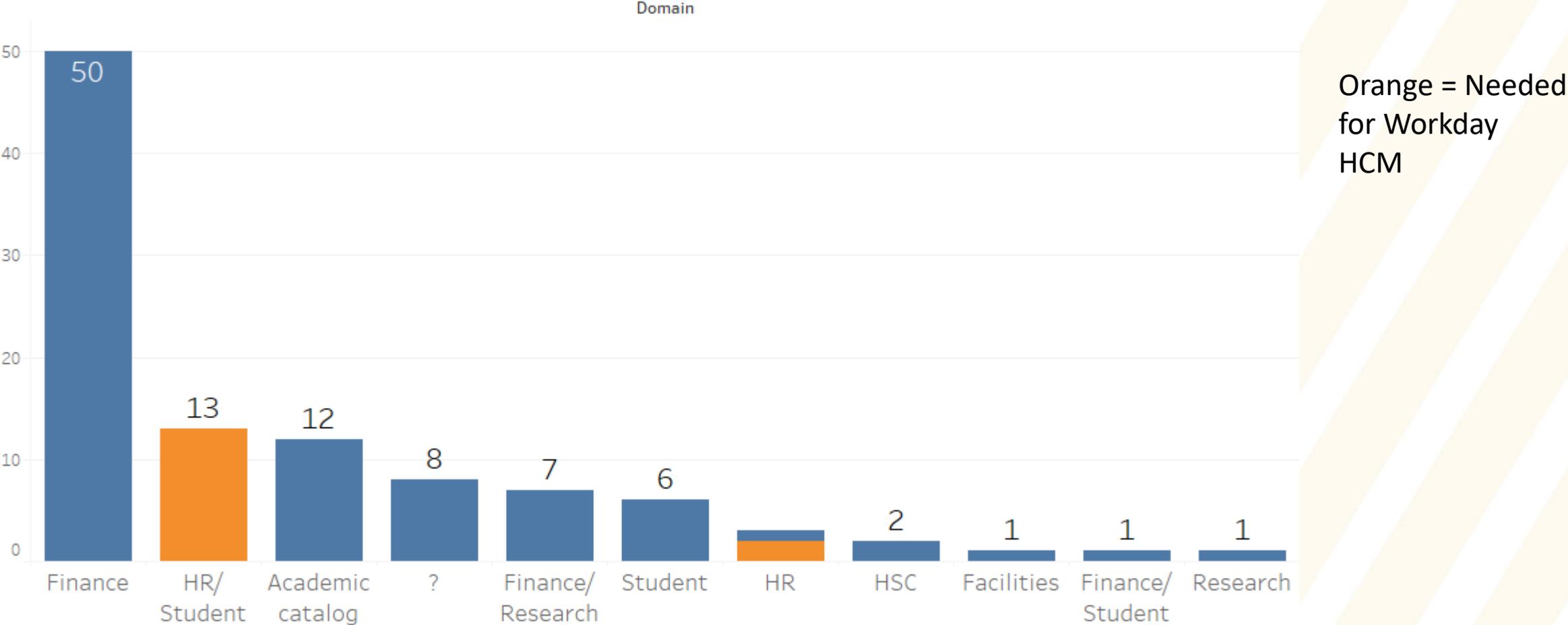
*"What do you mean, 'these data aren't applicable to my use case?'"*

# Cross domain data assets

## Objective

- Ensure that all users across WVU are using the same terminology and understanding data in a consistent way, preventing confusion, and misinterpretation in order to:
  - Improve data quality- reduce inconsistencies and errors
  - Enhance data usability- make it easier to interpret and utilize data across applications
  - Streamline decision-making- make data reliable and accurate

# The DGC identified data assets that need attention throughout the organization

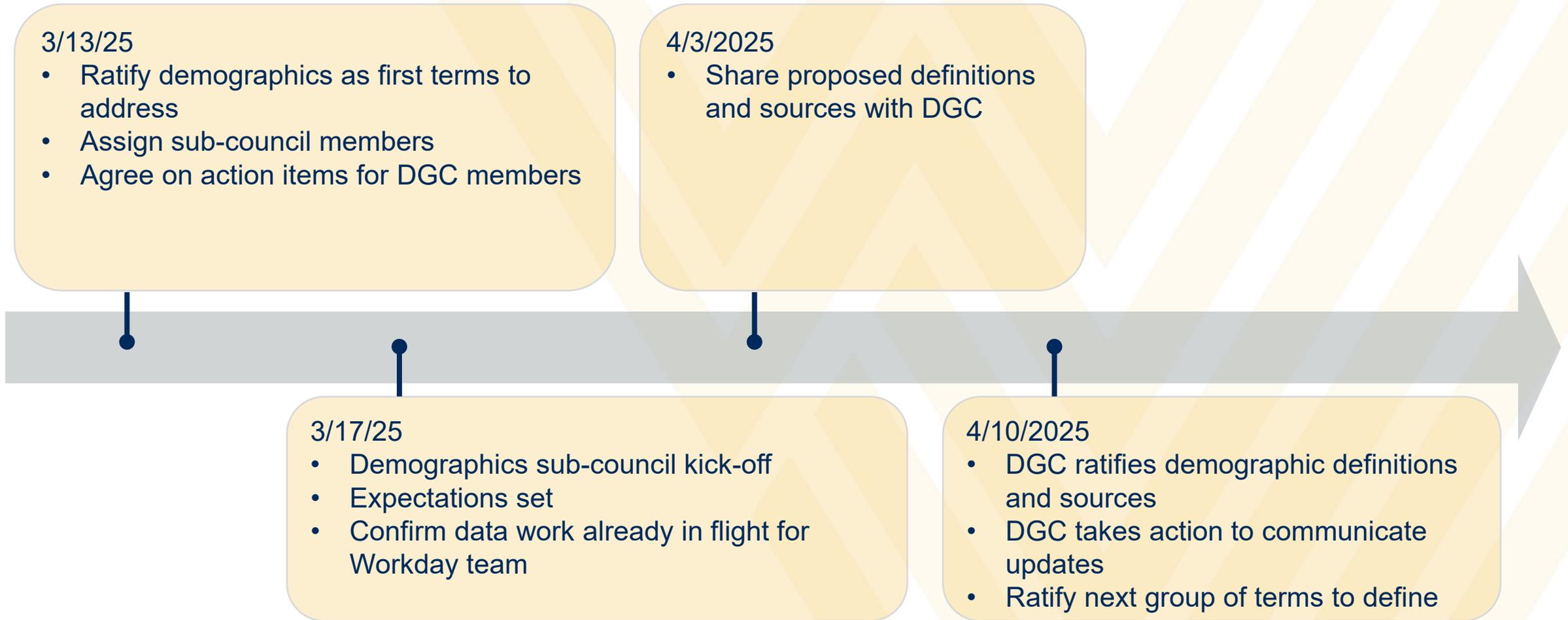


# Cross domain data assets

## Data Governance Council's role

- ✓ Identify data assets that require attention
  - THANK YOU!
- Identify a subject matter expert from your area who administer and use the data
- Commission SMEs to recommend definitions to data steward/ trustee
- Validate the definitions once the sub-council comes to an agreement
- Determine how best to share definitions in your area of expertise

# Our timeline to align definitions will work on a monthly cadence



# Cross domain data assets

## Discuss

- Confirm Sub council members
  - Data stewards
  - Data consumers
- Identify uses for the data in each area
  - How is each area using the data today?
  - How would your area use this data if it met your need?
  - What regulations need to be considered for each data?
  - Identify variations needed
    - Ex. Address- home, work, permanent, mailing, admissions, etc
- Prioritize work with consideration of other university projects already in flight

# Suggested approach- tackle Workday data and reprioritize

- Address data critical to HR before Workday data integrations occur
  - Demographical information
  - Terms used in Workday that are not used currently
    - Ex. Worker



- Address data tied to university priorities
- Address data that are shared by the most domains



- Address other data
- Continue to build list

# There is an immediate need to supply and oversee the data that will fuel the new HCM application

## Workday will require data for these human capital management categories

- Personal information
- Emergency contacts
- Government IDs
- Edit service dates
- Compensation, payroll, and expenses

# Standing agenda item- proposed solutions to data issues

Issue	Synopsis	Proposed resolution
Inconsistencies applying the calculation of FTE	“FTE” is applied liberally across the university with different meanings and usages across functional areas. The variance causes an inability to use the calculation for planning purposes	Partner with the Workday team to understand how the asset will be used in the new application and work as a broader team to come to shared understanding and create guidelines

# Next steps for council members

## To drive results

1. Identify and share sub-council members and use cases
  1. Share with me
  2. Or just [add a post in our Teams channel](#)
2. Look out for updates to the [Managing Data Assets webpage](#)
  1. Data glossary containing terms from our public dashboards