

Data Governance Council (DGC) Meeting Minutes

Date 5/8/2025 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)
X	Senior Associate Vice President for Finance	Barbara Weiss
X	Associate Provost for Curriculum and Assessment	Louis Slimak
X	Associate Vice President for Enrollment Management	Sandra Oerly-Bennett
X	University Registrar	Joshua Imes
	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
	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
X	Chief Budget Officer	Dixie Paletta

Next Meeting:

Next Meeting is: June 12th, 2025 2:00 PM Teams:

Agenda:

1. Sub-council progress shared definitions for cross-domain data points
 1. Military Status
 2. FTE
2. Introduce how data architecture work will reduce effort and risk
3. Discuss how the DGC should be involved with Workday happenings
4. **Standing agenda item-** Open the floor for cross domain issues- proposed resolution and next steps

Notes:

- Sub Council progress on shared terms and definitions across the university
 - Military Status –
 - Started looking at Veteran and realized that they needed to address all statuses.
 - The group found out there are 48 different statuses across the four systems (Banner, Workday, Map, and Learner Org).
 - Going to get more data from the Veterans Affairs office to make sure we are getting what they need.
 - Data is commingled
 - Status needs to be combined with residency, disability status, etc. to determine “benefits”.
 - We do not want to comingle data in systems.
 - Effort is warranted to unravel these data issues
 - What is the gold source of residency that we can combine with veteran status to determine in state\out of state status?
 - There are subtle differences in terminology between systems like “Active”, “Active Duty”, etc.
 - Reporting requirements, process requirements, etc. lead to comingling of data.
 - This situation is not unique, we are going to find this in multiple places with these terms.
 - Discussion point
 - What happens to the x% of terms we cannot get straight before we implement in Workday?
 - We need to prevent this mess in Workday as well.
 - Lisa wants to get ahead of Workday to prevent this from happening as much as possible utilizing the data stewards.
 - Utilize the DGC to kick the tires on this process. There is no clear line of site on this.
 - There is going to be some rework.
 - We are not going to get this 100% right the first time.
 -

- FTE focus
 - FTE is something we should eliminate from our vocabulary!!
 - We need to differentiate full time equivalent from full time enrollment.
 - These are several calculations currently.
 - When it comes to Workday fulltime equivalent will be a calculated fraction (percentage).
 - Workday has editable and noneditable fields.
 - We will provide 3-4 choices for full time equivalent.
 - Sheena is worried about cost shares for employees that need to be more granular.
 - This is a good example why we must have this conversation and work with the Workday Team on this need.
 - Suggested that Sheena reach out to Neeley Clelland to understand the total impact
 - Full time enrollment is what is used in financial aid not full time equivalent.
 - Feds are proposing to require 12 to 15 hours to be eligible for a Pell Grant.
 - Dixie says they use financial full time equivalent in budgeting.
 - We need to start using specific language to make it clear what domain we are using for full time equivalent\enrollment.
 - Lou – We need consistency and clarity on the terms. Need to understand everywhere FTE is used fully.
- Modernize data architecture – WVU must be able to achieve some architecture improvements as we scale.
 - Our current architecture is unable to meet our ability to scale and govern our data
 - CTI Consulting is assisting in building use cases with T&C data for reporting\application needs.
 - This work is going to wrap up in June\July.
 - What we will get is how are we positioning data for the future, governance for our data how it is positioned, and playbooks\models\documents so we all can start with a common understanding.
 - Lisa: CTI is giving us the playbook with T&C that we can utilize in Finance and other domains moving forward.
- Workday – What are we not seeing what we expected to see and how DGC can help with that?
 - Lou: Doesn't know what is happening with Workday, so he doesn't know how he feels. His fear Workday is going to roll out and a process he oversees may be completely wrong. Sandra agrees with Lou.
 - Rebecca: we are still in the discovery phase with no decisions being made yet.
 - Dixie: still in design phase and communication has been good. With Kevin and Lisa involved she feels comfortable with Workday currently.
 - Jeff: how can we bring small snippets to the DGC before decisions are made?
 - Sheena: Have timelines been adjusted for Workday since we have found situations like "veteran" that need to be straightened out?

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.

Data Governors to do/Things to remember:

- 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!