

Data Governance Council (DGC) Meeting Minutes

Date 01/9/2025 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)
	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
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
X	Chief Budget Officer	Dixie Paletta

Next Meeting:

Next Meeting is: February 13th, 2025 2:00 PM Teams:

Agenda:

1. Welcome and introduction to the WVU Data Governance Council
2. Discuss the council objectives and responsibilities
3. Introduce some next steps, resources, and homework
4. Walk away with a fundamental understanding of your role in governing data at WVU

Notes:

- We can agree to follow a data definition, but how can we control data entry?
 - This council has the ability to recommend control of data entry and ensuring that data definitions are utilized. We can also recommend to the unit proposing the definition to set up controls to prevent misuse.
- We have a good representation in this group for administrative and operations units but now sure which member reports back to/covers the academic units (i.e. faculty) for those insights.
 - A communication plan will need to accompany every proposal that comes before the council and the involvement of the academic units will be determined on a case by case basis to ensure they have appropriate involvement.
- Need to control who has access to the data
- Cross-functional mapping and procedures- need to establish a process for doing this
- Need to understand the automated mapping in Workday and the impact of that mapping on people that use the data.
- Can we share how other universities run data governance?
 - The charter has the foundational and operational material for how the council will operate

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.
 - Resend a link to the ITESC master document
 - Everyone should review the charter document