Minutes
Enterprise Data Coordinating Committee
4/20/2017

Meeting of the combined Steering Committee, Functional Subcommittee, and Regulatory Operations Subcommittee of the Enterprise Data Governance Committee

Attending: Susan Kellogg, Kim Stahl, Micki Jernigan, Kevin Lanning, Mel Jones Molly O'Keefe, Lee Bollinger, Phyllis Petree, Rich Arnold, Nicholas Graham Allison Legge Vicki Bradley Rick Root,

Not Attending:, Scott Jackson, Fran Dykstra, Dwayne Pinkney, Lynn Williford, Andy Johns, , Patricia Oliver

Minutes:
* Welcome, announcements, approval of minutes:

Minutes approved, welcomed guest Lisa Ross.

* Related work in Research data management, does this change our scope? (Lisa Ross)

Lisa discussed research compliance with implications across the whole university. She has been interviewing and listening across campus to develop an approach to research compliance learning. The output is a "Research Compliance Learning Exchange" a "learning community." Lisa held competency workshops to identify what necessary research compliance competencies are, identifying seven. The group will have a Wordpress site as virtual presence of the learning community and to house all RC information that people need most of the time.

One issue is the relationship of IT to research compliance. This has spawned a "Data Stewardship Working Group." This will be composed of people with on-the-ground knowledge understanding of day-to-day research data challenges.

Leading into discussion of Research data, discussion of distinguishing between administrative data and research results/content. Some members indicated that there is overlap between administrative and content data.

The committee discussed whether it would be feasible to use the proposed data stewardship model and have it fit the very different research organization. This is an open question. The committee returned to discussion of the fundamental goal of data governance.

Lisa spoke more to data stewardship taskforce results and the methods of research data management. This committee is focused first on administrative data. Data Stewards for major data types are part of the committee. Open question whether the committee could adequately address research. Several members of the committee indicated the importance of having research data covered in some way, and a preference to not have multiple frameworks if possible.

Question deferred until members have an opportunity to talk more with Research representatives (Lisa Ross and Robyn Cyr) and to gather more information.

- Scope and Definition of "Enterprise Data" (Lee Bollinger)

Lee Bollinger spoke to the difference between discrete unanalyzed data and things like "reports," social media, or web sites, which may not be "data" at all by some definitions.

Nicholas Graham spoke to "Records" and cited NC Public Records law and that definition and what is typically included or excluded from that definition, and what types of included records are typically scheduled for longer or shorter retention. A new Records Management Policy is in development and will overlap with work this committee is doing.

The committee again addressed the question of paper versus electronic files. The question was asked whether it would be appropriate for this committee to focus exclusively on electronic only. Many on the committee expressed concern about that option. The committee settled the issue with a determination to address needs in priority order, and there is a likelihood that the issues the committee will face will be mainly electronic.

- Status of committee activity and discussion of next steps:

Continuing discussion of Policy/Standard open issues, allowable delegation, review of Information Classification Standard.

- Approval of draft Policy and Standard to move to next steps of review

Deferred pending resolution of definition and Research questions.