



Minutes
Enterprise Data Coordinating Committee
Regulatory Subcommittee
8/15/2017

Present: Nicholas Graham, Phyllis Petree, Micki Jernigan
Absent: Allison Legge, Kevin Lanning

Minutes:

- Welcome, announcements
Minutes approved.

- Discussion of how an audit of existing data sharing agreements might work
 - o Look at examples of existing agreements

Discussion around existing areas where data sharing agreements are in place.
Known areas include Research/IRB and OIC among others.

The Committee discussed a clear distinction between data use agreements and data sharing agreements, as well as internal versus external documents. Having the language convey the contractual nature of an external “agreement” versus an internal “Data use MOU” will be important going-forward.

The Committee then discussed how to understand what agreements exist and how those could be best identified. For the purpose of the exercise this included Enterprise data not subject to IRB control.

The question resolved-on as a starting place is: “how is a unit sharing data externally, how do they monitor use, how they keep up with contracts, and how do they end that activity.”

The Committee opted to do an exercise using a unit that may have a small number of clear agreements. The Library system was selected to be the guinea pig for some sample data collection. Chairperson Graham volunteered to undertake that survey.

Some discussion of regulatory data then took place, including a brief update on GDPR as an informational item.

- o Seek existing forms in use for such agreements (Student data?)

A Student data use agreement was provided by Ms. Legge, who was not present, so discussion was deferred.

- Discuss possible approaches to such a project

The Committee determined that Step one would be to get a small sample to see what the activity would entail with the Libraries.

Step two, based on results, the Subcommittee would report to the Full Committee with recommendations.

- Update on DAQ process

Discussed prototype Qualtrics survey version of DAQ and process engineering activities.