

**CENTRAL OREGON COMMUNITY COLLEGE
Data Governance Committee Meeting Agenda**

Date:	Wednesday Oct. 20, 2021	Facilitator:	Denise Hatch
Time:	1:30 pm – 3:00 pm	Notes:	
Place:	Zoom	Agenda Maker:	Work Team

Attendees:	Chris Egertson, <i>Work Team</i>	x	Stephen Newcombe, <i>DSM Captain</i>		Guests:	
	Krista Leaders, <i>Web Editor</i>	x	JJ Shew			
	Wade DeBrall	x	Chris Mills	x		
	Denise Hatch, <i>Chair, Work team</i>	x	Laura Boehme, <i>SLT Sponsor</i>	x		
	Jenna Mattox	x	Faculty/Instruction, TBD			
	Galit Miller	x				

Agenda Item	Discussion	Responsible Person(s)
Updates	<ul style="list-style-type: none"> Notes from September 	All DH
DGC	<ul style="list-style-type: none"> Definition of DG at COCC – second draft Vision / Mission – first draft Discussion of chapter 7/8 – “Data Governance: How to Design, Deploy and Sustain an Effective Data Governance Program” Instruction – vacant position revisit the discussion to fill or not 	Work group (Stephen, Chris E.) Work group (Denise, Stephen, Laura) All All
Standing Agenda Items	<ul style="list-style-type: none"> Change Log/DSM 	Stephen
Good of the Order	<ul style="list-style-type: none"> Anything On Your Mind 	All
Next Meeting	<ul style="list-style-type: none"> Nov. 17, 2021 1:30 – 3:00 	Denise

Minutes, September 15, 2021, 2:30

Attending: Chris Egertson, Denise Hatch, Krista Leaders, Jenna Mattox, Stephen Newcombe, JJ Shew, Wade DeBaal, Chris Mills

Absent: Laura Boehme, Galit Miller

Updates -

- DGC- Def of DG at COCC – 1st draft presented by work group; DGC members to give feedback via email by Sept. 20th, at noon and they will write a 2nd draft based on the feedback, to share with committee via email by Oct. 4th.
- Discussion of chapter 7 – “Data Governance: How to Design, Deploy and Sustain an Effective Data Governance Program”

JJ – What should be our approach? All agreed low profile, non-invasive, (must have Sr. Leadership engagement)

SN – need to have SLT at meetings and engaged

DH – will connect with LB to see if there is a better time to meet

JJ – need to provide LB with something to sponsor, ie: definition, vision, mission...

JJ – Engagement – obtain approval; do we have approval to move forward with DG?

Yes, they “rubber stamped” it to move forward with DG

SN, DH – next step is to create a plan: definition, scope, vision... take this to SLT for further approval with engagement of our sponsor. Move forward with our DG charge, just need to define what that work will be. Maybe we can have something to give to SLT by October, November or December.

DH – need help grasping the concept of what capabilities mean for us at COCC.

JJ - Capabilities – people process technology – what are our capabilities at COCC using these. Google capabilities model.

What needs to be done to manage data and execute its strategy (see p.19, ch. 3).

Next steps - Continue reading ch. 8, but we need to focus on summary items 1-6 of ch. 7, a definition of DG, vision and mission statement. This is what we would hope to present to the senior leadership in the next couple of months.

Formed a second work group to draft Vision and Mission statements: Denise, Stephen, maybe Jenna or Laura.