

# Data Governance

at

# Antioch University

revised June 2020

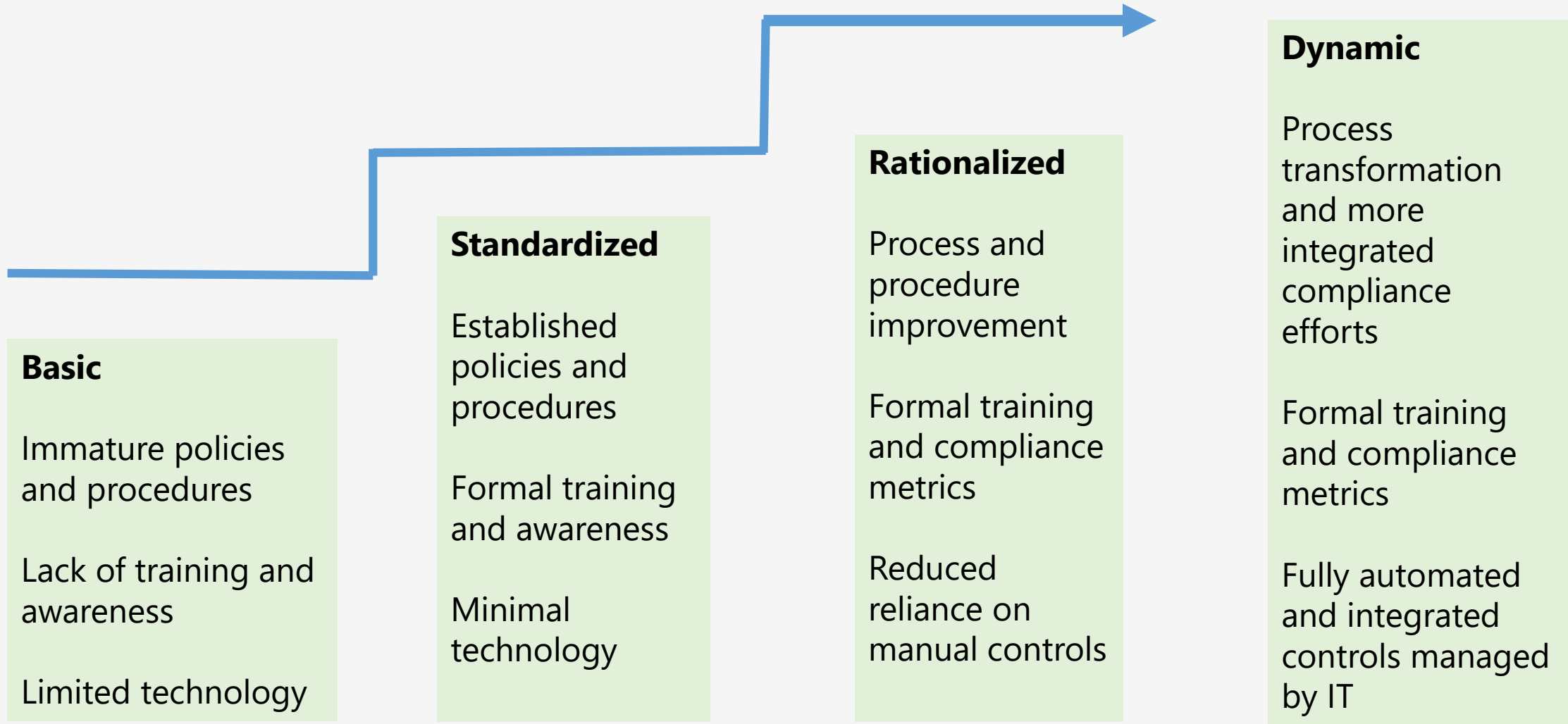
# What is Data Governance?

A formalized system for how people behave and make decisions about data, such as:

- data collection/acquisition/production
- data storage
- data distribution
- data reporting
- data analysis

# Why we need Data Governance at Antioch

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# Who owns the data?

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- Institutions own the data
- Individuals/departments provide stewardship

# Key Features of Data Governance System at Antioch

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## Documents

Data Governance Policy Framework

Request for Change (RFC) Document

Data Dictionaries

Other related Policies, Manuals

## Groups

University Leadership Council

Data Governance Committee (DGC)

Task Groups

## Roles

Data Trustees

Data Stewards

Data Users

# Structure

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University Leadership  
Council



Data Governance  
Committee (DGC)



Data Users

Task Group1  
Task Group2  
Task Group3  
Task Group4  
DGC Steering  
Committee

## **University Leadership Council**

- Made up of Data Trustees
- Approves/Rejects proposed changes by the Data Governance Committee
- Determines priority and budget of major data-related projects

## **Data Governance Committee (DGC)**

- Made up of Data Stewards and Task Groups
- Drafts, communicates and recommends approval of data-related policies

# Organizational Scheme for Data Governance

<b>Institutional Data Area</b>	<b>Data Trustee</b>	<b>Data Steward</b>
Academic Affairs	Vice Chancellor for Academic Affairs and University Provost	Assistant Vice Chancellor for Student Success
Accreditation	Vice Chancellor for Academic Affairs and University Provost	Director of Accreditation and Academic Compliance
Institutional Research	Vice Chancellor for Academic Affairs and University Provost	University Director of Institutional Effectiveness
Student Success	Vice Chancellor for Academic Affairs and University Provost	Assistant Vice Chancellor for Student Success
Library Services	Assistant Vice Chancellor for Student Success	Library Systems Supervisor
Student Academic Records	Assistant Vice Chancellor for Student Success	University Registrar
Admissions	Vice Chancellor for Enrollment Management	Director of Admissions, Director of Enrollment Services
Financial Aid	Vice Chancellor for Enrollment Management	Director of Financial Aid
Student Accounts	Vice Chancellor for Finance/CFO	Director, Student Accounts
Advancement & Alumni Relations	Vice Chancellor for Finance/CFO	Director, Donor Relations
Finance and Budget Planning	Vice Chancellor for Finance	Controller, Financial Systems Analyst
Human Resources	University Counsel	Chief Human Resources Officer
Information Services	Chief Information Officer	Director of Administrative Applications

# Getting the Work Done: DGC Task Groups

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- **DGC Steering Committee**- Teresa, Melissa, Leatrice
- **Data**
  - Dictionary** - Faith, Maureen, Jessica, Suzette, Rebecca, Cyndi, Rachel, Rowland, Donnie
  - Program Groupings** - Cyndi, Zephyr, John, Rachel, Dottie
- **Institutional Reporting** - Teresa, Melissa, Rebecca, Cyndi
- **Data Security** - Jeanne, Suzette, Faith, Rodney, Bruce, Maureen



# Next Steps: Action Plan for March-June 2020

Activity	2020						
	March 31	April		May		June	
		Meeting1	Meeting2	Meeting1	Meeting2	Meeting1	Meeting2
Presentation of Data Governance Overview							
Distribute the Draft Data Governance Policy for review and edit							
Distribute the Draft Request for Change for review and edit							
Finalize the Draft Data Governance Policy							
Finalize the Draft Request for Change							
Each Task Group (TG) should fill-in their template and present their projects and timeline							
Specific TG project updates							
<i>Data Dictionary</i>							
<i>Institutional Dashboards</i>							
<i>Data Governance Policy, Standards, Manuals</i>							
<i>Data Security</i>							
<i>Program Groupings</i>							