

## **DATA GOVERNANCE COMMITTEE**

Date: Thursday, November 11, 2021

Time: 3:30 p.m. – 5:00 p.m.

Zoom: <https://usfca.zoom.us/j/96628373438>

1. Review minutes from meeting on October 14, 2021. 3:30 p.m. – 3:40 p.m.

ACTION ITEM: Approve minutes from October 14, 2021 meeting.

2. Quick status reports from some subcommittees. 3:40 p.m. – 4:00 p.m.

- Data Storage, Retention, and Destruction Subcommittee
- Data Warehouse Governance Subcommittee
- Gender Identity and Personal Pronouns Task Force

3. 4:00 p.m. – 4:20 p.m. Open-ended discussion around the Data Use Agreements Subcommittee.

A. Rename to Data Use and Sharing Subcommittee?

ACTION ITEM: Approve proposed new name for this subcommittee.

B. Possible workflows through Data Assist:

- If data set(s) include PII, review and approval is needed by this subcommittee.
  - Standing subcommittee membership: Dan, Vince, Nick, Linda, and Jeff.
  - Create email alias: [data\\_sharing@usfca.edu](mailto:data_sharing@usfca.edu).
  - Set up a cadence to review cases. Standing meetings of one hour each week targeted to start on January 2022.
  - Members of wider Data Governance Committee added on an ad hoc basis given their domain expertise.
- If data set(s) do not include PII, requests are assigned to just Jeff and Linda.

4. 4:20 p.m. – 4:30 p.m. From Luke Ifland: visibility of vaccinated / vaccine exempted Booleans for representatives of Student Leadership and Engagement. (See attachment.)
5. New business/ items from the floor / future agenda items. 4:30 p.m. – 4:40 p.m.
6. Adjourn. 4:40 p.m.