Data Governance Newsletter

ROLES AND RESPONSIBILITIES

There are many questions around the roles and responsibilities associated with data governance. Below looks at what our university's policies state about data governance roles and their associated responsibilities.

U OF U POLICY ASSIGNED RESPONSIBILITIES

Data Stewards

Policy 4-001:

- Appointed by VP for specified data area
- Create best practices – management and access procedures to ensure security, accessibility, and integrity of data
- Responsible to minimize data duplication when captured, stored, maintained or retrieved
- Responsible to enforce adherence to data security policies
- Create procedures for finding, editing, and fixing data errors
- Create procedures for data sharing within and outside the University
- Clarify conditions for data use
- Determine what is official data for their area
- Responsible for data users' compliance with policies
- Responsible for clarifying denial for data

Policy 4-004C

- Create procedures for different data types (restrictive, sensitive, and public)

Data Custodians

"Organization or individual who implements the policy, procedures and best practices defined by the Data Steward, and has responsibilities for IT systems that create, receive, store, process or transmit Institutional Data" (Policy 4-001).

Data Administrators

"University staff members that, under the direction of the Data Custodian, have day-to-day operational responsibility for data capture, maintenance and dissemination" (Policy 4-001).

Data Users

"Individuals and organizations that access Institutional Data and Information in order to perform their assigned duties or to fulfill their role in the university community" (Policy 4-001).

We Have a Webpage - bi.utah.edu/data-governance

Visit for more information on roles, responsibilities, definitions, and data governance news.
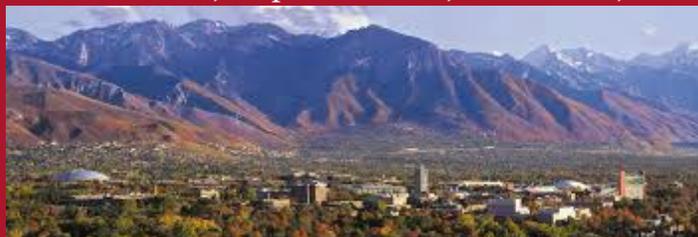
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This newsletter will be sent out monthly to keep the BI community informed on progress, and highlight industry standards that show good business practices.