

Data Governance Newsletter¹

MOVING FORWARD CHANGES TO POLICY 4-001

Below is a summary of the changes and newly created guideline to the University's Data Management Policy. These changes have been presented and approved by the Institutional Policy Committee (IPC) and the Senate Advisory Committee on IT. We are working on getting these additions approved by the Academic Senate Executive Committee in February.

Data Stewards

The policy will direct data users to a new guideline which lists the current data stewards. The guideline will be updated as needed as individuals move around or as more areas designate data stewards.

Most VPs are appointing stewards by job title.

Data Custodians

The policy changes add more information around the custodian role. One main clarifier is that custodians are the subject matter expert and should be an initial part of data sharing or integration processes.

Areas Defined

The guideline also describes what data is found within each area. This should give a better understanding of where requests should be placed and what data may be available.

Areas can also specify methods for data requests.

Data Management & Analytics

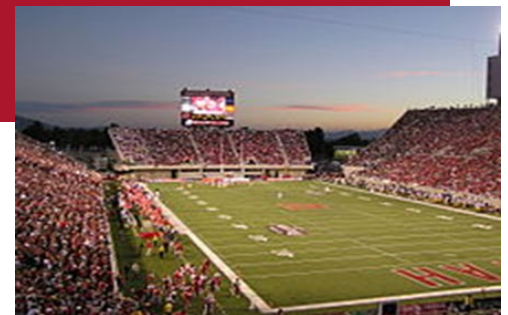
More Coming This Year!!!

Be on the lookout for our community meetings this year. See what we are doing for different departments.

- Data Science
- Data Quality
- Dictionary/Catalog
- Operational Data Storage
- Data Sharing
- Data Lineage

Data Governance Mission Statement

Utilize data management standards, data models, collaboration, and transparency to help departments expand their data usage and analysis.



Data Management Roles Guideline's Website Published

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Guideline: 4-001A- Data Management Roles

This expands the information found in Policy 4-001. The following indicates the appointment process for data stewards and custodians as well as the individuals currently filling each data management role. This guideline is used to help clarify which individuals should be contacted for each functional area. Data users making data requests should go through the custodian first as they have operational knowledge. Data stewards have a responsibility to assign data custodians and indicate the data use guidelines utilized by their functional areas.

› Enrollment Management (Admissions, Financial Aid, & Registrar)

› Financial Services

› Human Resources (Campus)

› Institutional Advancement

[Printable - Data Management Roles Guideline.pdf](#)

References: Policy 4-001, Data Management Policy Guideline Owner – Chief Information Officer

*Guideline will be maintained as a website to make additions or edits to the guidelines easier

Send updates or changes for the guideline to susan.schaefer@utah.edu



[Guideline 4-001A: Data Management Roles](#)

Date: January 15, 2019

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