

# Data Governance Committee (DGC) Meeting Notes

---

**date 7/27/2017**

WebEx; 10:30am to 12:00pm

\*Highlighted = attended

## **Co-chairs**

\*Susan Maxwell

Clark College

\*Carmen McKenzie

SBCTC

## **Business Affairs Commission (BAC)**

\*Terence Hsiao

Cascadia Community College

\*Linda Schoonmaker

Big Bend Community College

## **Human Resources & Management Commission (HRMC)**

Holly Gorski

Pierce College

\*Marshall Sampson

Green River Community College

## **Information Technology Commission (ITC)**

\*Brandon Ray

Lower Columbia College

\*Eva Smith

Edmonds Community College

## **Instruction Commission (IC)**

\*John Martens

Centralia College

Tod Treat

Tacoma

## **Public Information Commission (PIC)**

\*Katie Rose

SBCTC

Janelle Runyon

SBCTC

## **Research and Planning Commission (RPC)**

\*Joe Duggan

Edmonds Community College

Katie Marks-Brenkman

Peninsula

## **Student Services Commission (WSSSC)**

\*Dave Paul

Skagit Valley

Ruby Hayden

## Next Meeting:

August 24, 2017

10:30am to noon via webex [Join WebEx meeting](#)

## Meeting Notes:

### Agenda

- Course Attribute Proposal feedback discussion
- Academic Credit for Prior Learning proposal discussion
- Championing local data governance program
  - Building Bridges 2018, do we want to do a track on Data Governance and Data Quality?
  - How to connect the DGC to the local programs? Review the one pager.
- Update on subgroups:
  - Data Quality and Charter subgroup
  - Naming Standards subgroup

### Notes

- Ryan Carstens is now working with SBCTC on ctLink governance. He has discussed some ideas with Carmen about the Data Governance committee and also data quality.
- WACTC-Tech has approved the Data Governance Committee (DGC), but we need them to be more involved/aware. Here are some options:
  - Would could have one of the Data Governors as a rep to WACTC-Tech,
  - Or we could have a president be on the Data Governance Committee.
  - We currently have Susan and Terrance attending WACTC Tech in other capacities – how do we get them called out as also representing data governance? This would get us more visible at a minimum.
    - Susan shared the format for the WACTC-Tech agenda – we would like to request that Terence and Susan are also listed as Data Governors.
  - Ask WACTC Tech to put in an item on the work plan to review the effectiveness of the Data Governance Committee. From here we may have results such as:
    - Have a Data Governor on WACTC-Tech
    - Other ways to incorporate DGC into work that is done, such as ctLink
    - College data governance
    - Create one page document on Data Governance and need (Susan & Carmen were to do – but may be more effective if it came out of the review)
- Susan shared the diagram that the ctLink Governance Subgroup is working on. We agree that a member of the DGC should be included in the ctLink Working Group. We also feel like Data Services should be included as a bottom box. Susan has sent that information to the ctLink Governance subgroup.

- **Course Attribute Proposal feedback discussion**
  - Dave has sent to Student Services, Ruby to ARC – no feedback from either group.
  - Linda, BAC got feedback – generally support the proposal
  - Instruction commission approved
  - Clark College Implementation team feels that having each college as an attribute will be confusing to students, and will not likely use these for searching, but has no opposition to this proposal overall.
  - Discussion of new possibilities for 9.2 CS upgrade. Does this impact the student groups and course attributes? There is no decision on a time line for 9.2 upgrade yet!
  - Could we say FL can implement with the upgrade? What about Tacoma – they made the request. We need to make sure their needs are being met. Do they want to wait for 9.2 upgrade.
  - If Spokane and Tacoma set some up then we can see how it works. Both for student searching and reporting.
  - Central may be on 9.2 – Carmen will check with them.
  - We will vote on this proposal at the next meeting.
  
- **Academic Credit for Prior Learning (CPL)**
  - Updated ctcLink Quick Reference Guide (QRG) for CPL
  - Could modify “other credits” label to be “credit for prior learning” and only CPL would be there. It is a BI publisher template that would need to be modified.
  - But then Carmen discovered tech prep was under “other”
  - Could do two sections – other and CPL
  - Researching the electronic transcript and how it comes across to universities
  - Some discussion about tech prep – Carmen is going to verify coding
    - In legacy they directly transcribe
    - There IS NO direct transcription in PS.
    - Student makes a request then it will be transcribed
    - John – TP is prior learning based on a crosswalk, whereas college in the HS is really a college course being taught and is transcribed.
  
- **Building Bridges**
  - Working to have it on the west side in 2018
- **Subgroups**
  - Carmen – putting together a meeting
  - Susan – gathering input from Christy Campbell who has experience in this area, then will schedule a meeting. Hoping to have a proposal that we can work from.
- Aug 24<sup>th</sup> – will hold the course attribute vote, after Carmen does a little more research.

---

**Data Governors to do:**

- Data Quality Outcomes & Charter subgroup: Carmen, Tod, Dave, Katie and Brandon
- Naming Standards subgroup: Susan, SS-Ruby, HRMC-Holly, ITC-Eva, and Terrance)