

Data Governance Committee (DGC) Meeting Notes

Date 06/20/2019

Phone; 10:30am to 12:00pm

*Highlighted = attended

Co-chairs

*Susan Maxwell

Clark College

*Carmen McKenzie

SBCTC

Business Affairs Commission (BAC)

*Davina Fogg

Walla Walla

*Linda Schoonmaker

Big Bend Community College

Human Resources & Management Commission (HRMC)

Holly Gorski

Pierce College

Kirk Walker

Clover Park Technical 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)

*Darby Kaikkonen

SBCTC

Greg Schmidt

Bellevue

Student Services Commission (WSSSC)

Scott Latiolais

Clover Park

Ruby Hayden

Lake Washington Institute of Technology

Next Meeting:

Thursday July 25, 2019 10:30 to noon

This meeting will be WebX. As you sign in it may help others if you put your commission in parentheses so everyone knows which commission we represent. Once you enter your name and email you can enter your phone number and then you receive a phone call (instead of you having to dial in). If you are not at a computer there is a number to call in.

Meeting Notes:

Agenda:

- Gender neutrality and sexual orientation – Carmen
 - Gender neutral ethnicity
 - Gender neutral sex (M/F/unknown)
 - Gender neutral name prefix
 - LGBTQ+
- Limited English Students – Perkins Reporting
- Updates:
 - FERPA directory information update - Carmen
 - Communities of Practice update - Susan
 - Exempt Employee definition update– Holly
 - Guided Pathways meta-major coding update - Darby

Notes:

- Gender neutrality and sexual orientation – Carmen
 - Gender neutral ethnicity
 - Latina/o/x - Carmen needs to do more research on updates
 - Gender neutral sex (M/F/unknown)
 - CS 9.2 has an X value
 - HCM does not – they report what is on SSN card or birth cert, official docs
 - X option is WA law
 - Primary issue is reporting – we have multiple ways to deal with and depends on what the reporting requirements are
 - Legacy – they can add into SMS but not in PPMS. No functionality.
 - DGC will discuss what labels to use for X
 - Darby says she though student services had already come up with a label and they are included (Joe Holliday) in the next meeting. Student services is broader than birth certificate laws.
 - Gender neutral name prefix
 - Mx – has already been implemented in CS and HCM.

- LGBTQ+
 - In Legacy, highly secured, Not used in DW
 - Scott Copeland – implement LGBTQ+ questions, made an enhancement request
 - 9.2 has self-service, out of the box
 - What values do we want to collect?
 - Need to determine what security is set up.
 - Susan discussed how the current data is being converted as service indicators and how this would be better as a field.
 - Carmen to talk with John Henry about how to get Clark’s data out of service indicators and into the new CS 9.2 LGBTQ field.
 - Carmen to talk with JH and Johnathan about security roles.
 - Can we leverage Activity Guides for this?
 - LGBTQ+: <https://ok2bme.ca/resources/kids-teens/what-does-lgbtq-mean/>
- Limited English Students – Perkins Reporting
 - WIOA – new federal reporting
 - Categories for barriers for special populations
 - Others groups (Perkins) is realigning their data to WIOA’s new data requirements
 - Some data we have – but was asked at application
 - Some is not available
 - Discusses ways to collect data in PS
 - Limited English indicator on a course for students with ESL, limited English
 - How can we collect this data from students?
 - Susan says we should look at how to collect at the student level and work with basic skills and identify languages and what level of proficiency.
 - Darby will talk with the researchers about defining this.
 - Carmen will talk with the project staff about collecting language spoken.
- Updates:
 - FERPA directory information update – Carmen
 - Presented to registrars, working group proposal. 2 hours. Ready for a global directory information. Carmen has proposal almost ready for DGC. Carmen crosswalking to actual data elements.
 - Colleges will need to change their local policy
 - Does it need to become a SBCTC policy?
 - Eva says we should use college data governance to move the policy changes forward. We do have a local data governance listserve.
 - Darby says need to go through commissions and presidents if it is going to become a part of State Board policy.
 - Katie - PIOs want athletic information / photos – Carmen says most colleges get this information from athletes by consent. Discussed photos of students, especially group photos, and how those are used publically.

- Does this get implemented when we go in PS, or while still in Legacy?
- Add flags for FERPA to all queries and end user needs to determine how the data can be used.
- One FERPA block for all information – instead of each individual item.
- Communities of Practice update – Susan
 - Nothing happening.
 - Carmen discussed asking ctcLink PM’s to identify their DataGovernance person and doing presentations and then the COPs may start up.
- Exempt Employee definition update– Holly
- Guided Pathways meta-major coding update – Darby
 - No changes

Data Governors to do:

Carmen – check on data elements in PS

FERPA policy proposal to DGC before next meeting