

Data Governance Committee (DGC)

Meeting Notes

Date 11/07/2019

Phone; 11:00am to 12:00pm

Attended	Commission	Name	College
X	Co-chairs	Carmen McKenzie	SBCTC
X	Co-chairs	Susan Maxwell	Clark College
X	Business Affairs Commission (BAC)	Ed Jaramillo	Skagit Valley College
	Business Affairs Commission (BAC)	Linda Schoonmaker	Big Bend Community College
	Human Resources & Management Commission (HRMC)	Holly Gorski	Pierce College
	Human Resources & Management Commission (HRMC)	Kirk Walker	Clover Park Technical College
X	Information Technology Commission (ITC)	Brandon Ray	Lower Columbia College
	Information Technology Commission (ITC)	Eva Smith	Edmonds Community College
	Instruction Commission (IC)	John Martens	Centralia College
	Instruction Commission (IC)	Tod Treat	Tacoma
X	Public Information Commission (PIC)	Katie Rose	SBCTC
X	Public Information Commission (PIC)	Janelle Runyon	SBCTC
X	Research and Planning Commission (RPC)	Darby Kaikkonen	SBCTC
X	Research and Planning Commission (RPC)	Greg Schmidt	Bellevue
X	Student Services Commission (WSSSC)	Scott Latiolais	Clover Park
X	Student Services Commission (WSSSC)	Ruby Hayden	Lake Washington Institute of Technology

Next Meeting:

Thursday December 19, 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:

- Introduction of new member representing BAC (Ed Jaramillo)
- Vote outcome on DirectLine status code standardization
- Update on sexual orientation and gender identity work group
- Update on MOU
- FERPA Proposal – feedback due at our Dec. meeting

Notes:

- Introduction of new member representing BAC (Ed Jaramillo) replacing Davina Fog, from Skagit Valley College. VP Admin Services. Also Planning and Effectiveness.
- Vote outcome on DirectLine status code standardization: approved
- Update on sexual orientation and gender identity work group
 - Meeting every 2 weeks
 - What do we want to collect and how would we use it?
 - Ruby update – very engaged group, cross system representation. Workbook is very helpful. Ready to move to proposal development phase.
- Update on MOU with all colleges on ctclink so we understand how we all work in the system together. All individual colleges, but one database. If you see other college data report it so it can be resolved. Only use the data that's required to use your job. A draft does exist and is being reviewed. Carmen will discuss with Grant how to move this forward. Discussed the need to have language in the MOU that it is not a data breach – it is system data.
- Susan discussed concerns that have come up at Clark related to personal data and who it is available to. Carmen discussed queries and highly sensitive data. Only staff with a need to access data should be able to.
- State employee- names, job titles are public.
- Katie says there is a recent State Supreme Court decision indicating DOB is a public record for employees.
- FERPA Proposal – feedback due at our Dec. meeting
 - Everyone should send feedback out to councils and commissions. We will discuss feedback on the 19th. Will we need to go back to sub-committee to update, or can we vote?

- ctCLink workgroup to implement in PS.
- Photos may be something for discussion.

Data Governors to do:

PIC, RPC, SBCTC, WSSSC, ITC, and BAC have voted yes. IC and HRMC did not cast votes. 6 votes yes, so we are going to approve.