



HLC Accreditation 2016-2017

Evidence Document

Office of the President

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Charge of the Data Management Task Force

Additional information:



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FROM: John Bardo

RE: Data Management Task Force

The ability to make informed decisions, strategic planning, performance assessment and identify risk is contingent on having in place a well define data governance process that spans divisional units and addresses all university wide data information systems. For those information systems to be effective, we must have a collaborative representative body that oversees data quality, consistency in reporting and clarity of information terminology. In addition it is important that this body provide guidance and recommendations on what serves the university best in business performance management and information supportive of strategic planning.

The body charged with these responsibilities is the Data Management Committee. The scope of this charge is inclusive of all data information systems (Banner and non-Banner systems) and must include a representative body of core functional leads across all divisions with support from technical units. In addition to the data governance processes, the Data Management Committee will serve as a recommendation body to the university administrators for guidance on data information related issues and priorities.

The Data Management Committee, at a minimum will address the following duties:

- Share business knowledge and practices across units and divisions to optimize information management
- Identify information that supports strategic planning initiatives as it relates to student success and operational efficiencies
- Provide guidance and recommendations on best-practice data information systems and processes including the evaluation of new business practices and data information delivery systems
- Identify and resolve data quality issues
- Create and manage the terms used for informational reporting so that reports are consistent and terms are clearly defined
- Provide easy and quick access of reports and information to university and community constituents while adhering to proper security access