Data Governance Committee
Meeting Summary
02/09/2011

Members: Tom Catania, Becky Gomez, Tim Heuer, Rick Hurst, Clare Korinek, Carol McCormack, Charlotte Pullen, and Conrad Vanek

Meeting: Room 723 - Corboy WTC, 9:30 am-10:10 am

I. Topic(s): The new twice monthly committee meeting schedule and the CHESS software developed by NCHEMS for higher education data definitions.

II. Discussion

The DGC now has a regular meeting schedule of twice monthly on the 2nd (at WTC) and 4th (at LSC) Wednesday every month through the end of the year beginning with this meeting.

Charlotte Pullen and Conrad Vanek had a conference call with Chuck Thomas one of the developers of the software. Mr. Thomas explained that the software was first developed in 1971 and had 250 data elements. The most recent update took place in 2004. It is Microsoft Access based, but the tables could easily be Oracle tables.

The software contains:
- 120 tables
- 780 individual data elements
- 6 sections
  1. Alumni/Development
  2. Courses
  3. Facilities
  4. Finance
  5. Human Resources
  6. Students

This software is not intended to immediately solve data definition issues facing any university, but will serve as a starting point to build a specific set of definitions for a university. The intention is to have the software installed prior to the next committee meeting for evaluation. The topic of resources required to capture and record data definitions will be examined after the software is examined and we have a better understanding of the effort involved.

DePaul purchased this software and Rick Hurst will be contacting them asking the following questions:
- Why did they purchase this software and are they using it
- What value is it to them
- How long did it take to implement and integrate into their environment

A future topic the committee will explore will be data quality software.

There was a brief DW/BI project update. Next week the DW project plan options will be presented to the project sponsors and the BI software will be installed.

III. Next Steps

Examine CHESS software.

Institutional Research will provide definitions used to satisfy external reporting requirements.