Data Governance Committee
Meeting Summary
04/13/2011

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

Meeting: WTC Corboy 723 - 9:35 am-10:50 am

I. Topic: CHESS Software Data Definitions.

II. Discussion
Each of the committee members selected several CHESS definitions and compared them to what they believed the Loyola definitions for their area to be and reported their findings back to the DGC. Many sources were used in deriving these definitions -- PeopleSoft, Lawson, IPEDS, Delaware Study, and the Faculty Handbook. Definitions examined included fiscal year, transaction source and date, account code, faculty, gender, ethnicity, career, term, and grading schemes.

In many cases the institutional definitions found in CHESS did not match the Loyola definition, but could be easily modified or expanded as appropriate. These example definitions required defining terms used within them as well. It also became apparent that there will need to be “extended use” definitions where areas such as Registration & Records, Financial Aid, and Student Financials may have internal needs which require slightly different definitions for academic program as an example, but none of these definitions should contradict one another.

Each of the DGC members found this exercise to be beneficial. Each member will send on their examples to Conrad for consolidation.

Wherever possible definitions in LOCUS and Lawson should be extracted with narrative explanations added to these definitions by area experts.

Once a set of data definitions have been finalized it would be helpful for the committee to bring a broader awareness of this work with campus-wide presentations.

Clare volunteered to produce a tangible list of actions for discussion within the DGC that could enhance the DGC charter with additional scope around the committees work. Our goal would be to raise awareness of issues and present labor saving solutions.

Rick is in the process of completing a comprehensive faculty document.

Rick has been informed he will be giving the ITESC an update on the DGC. He will send out an outline to the DGC members for comment.

III. Next Steps
Group discussion on the tangible list of actions.

Rick will present a full taxonomy of a faculty definition.

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