

DART Policy Team Meeting

Aug 25, 2016

EXECUTIVE SUMMARY

Scope:

Let's cast our net wide to discover what policy making bodies are making policies about data and technology with a focus on: student data, finance data, HR data on Norman campus, but not intentionally excluding anything else if it arises. We will be partnering in some fashion with ITC.

Scope Timeline:

TBD

Action Items Deadline:

- Action item information to be put in OneDrive by September 19th
- Unless we get the SP site up (David says SP probably won't happen)

Action Items:

- David Wilkins: Contacting Michelle and Shelly
- Jeff Wall: Contacting Central IT
- Patrick Livingood: Collecting policy and committee information
- Susan Whyatt: Will contact ESFS (Enrollment Student Financial Service)
- Livingood: Working on project already to inventory standing IT-related committees.
- Follow up on room rental and access code

HOUSEKEEPING

Facilitator: Emilie Giustozzi

Minutes: Patrick C. Livingood

Attendees: (One extra, not sure who)

1. David Wilkins
2. Patti M. Otto
3. Justin S. Wollenberg
4. Yan Zhou
5. Susan B. Whyatt
6. Lisa A. Portwood
7. Alicia Knoedler
8. Emilie R. Giustozzi
9. Patrick C. Livingood
10. Marcus A. Glenn
11. Jeffrey S. Wall
12. Shelly Rolland
13. Michelle Boydston

Previous Meeting Follow-up:

- Minutes approved
- OneDrive worked successfully for everyone
 - Add David
- May not be able to use SP Team

MEETING

Whiteboard Questions:

- What entities are making drafting info and/or tech policy?
- What entities are able to approve policies?
- What policies currently exist (even if seemingly obsolete)?
- What roles have stakeholders held in the development of these?

Discovery Questions:

- Where are the gaps?
- What are the overlaps of the gaps?
- Identify committee
- Collect charters/org charts of committees (Patrick said he can do this, answer emails)
- Identify policies
- Who are the sponsors and the approvers?
- Who are the stakeholders?

Discussion:

Giustozzi: Spoke with Susannah Livingood about what would be helpful to DGCC. Very little synergy and no central place to look for policies from a variety of committees. Doesn't know who has created what and how. Where the holes might be. Instead of creating policy, best act might be to do discovery of current ecosystem. Who is sponsor, who is approving? Goal is to give current state of policies. Also discover what groups that are making IT and Data policies.

Livingood: ITC has a project to inventory groups.

Wall: Complication is that policies can be related to systems. What is scope of project?

Wall: I suggest that we get an approval of DGCC, the committee. Not just Susannah Livingood.

Giustozzi: Propose to not define boundaries, yet. Looking for broad set of data.

Consensus: Will put forward a proposal of description of work to DGCC to confirm direction.

Giustozzi: What are next steps: Identify committees. Identify policies. Who is sponsoring. Who are stakeholders?

Consensus: Does ESFS have policies we need to have?

Giustozzi: What impacts (intended and unintended) have these policies had on their stakeholders/users/customers/etc...?

Patrick: In ITC, reaching out to committees to see if they have info missing.

Proposed to gather info, create polices, create website.