

DART Policy & Recommendations Subteam Minutes, 05-25-17

Present: Patti Otto, Yan Zhou, Justin Wollenberg, Patrick Livingood, David Wilkins

- Review minutes from last meeting (approved virtually on OneDrive)
- Leadership vote. David Wilkins was elected chair by acclamation. David said that after the subteam completes some current projects, it may scale back to meeting every other month, on the 4th Thursdays of the months when the DART meeting does not take place.
- Review Policy-Making Bodies List
 - Proof/reformat for possible posting on the DART Policy & Recs webpage
The group agreed the list should be reviewed, updated, enhanced, and posted to the DART P&R webpage. A tab exists on the DART P&R webpage, entitled 'Other Documents,' which could be used to store this list once it's finalized. David will reach out to committee leaders on the list to see if the data for their committee is still accurate. Before publication, the P&R subteam would review the list one last time. DART P&R branding would be added and the document converted to a PDF before posting on the DART website.
- Prioritize possible future actions, establish plan & completion dates for top priorities
 - Recommend to DGCC to decommission old, obsolete policies. Patrick said ITCs old policies were passed by ITC, and then approved by Faculty Senate, Provost, and President. To decommission them we will need to first see if there are any provisions of those policies not directly superseded and still possibly needed. We would then need to recommend to a higher body to strike those policies. Patrick will initiate this through ITC in the fall.
 - Identify policy overlap/gaps. David updated the policy matrix with the new ESFS Security and Confidentiality Agreement. Patrick said it would be interesting to see what others on campus perceive as policy gaps.
 - Show policy matrix to DGCC and seek input on any possible next steps. David mentioned that DART P&R had been charged by the Data Governance Coordinating Committee (DGCC) to survey IT- and data-related policy-making bodies and existing policies, and this group owes the DGCC a deliverable soon. Patti agreed it was time to show the DGCC the policy matrix at this point, and see if it resulted in any further direction. The group will review the matrix a final time before sending to the DGCC.
 - Recommend color-coded Data Classification summary webpage. David mentioned that apparently the new Data Classification policy had not been finalized. Patrick said that the ITC has asked to look at that policy, and that may be the holdup as the ITC will not meet again until fall. Patrick said that this group could offer to partner with the SGAC/SGEC to help with a review from a functional department perspective, helping to craft a user-friendly web version at the appropriate time. Patti and Yan said a review

and input by this group on any web version of a data classification policy would be good. This item is tabled until next fall, unless the Data Classification Policy is fully approved before then.

- Recommend policy website (policy.ou.edu or point to ITC) Patrick said that the OU IT Policy Page is currently the closest OU has to a policy website. The ITC website has copies of older policies, and a pointer to the IT Policy Page. The older policies will remain on the ITC website until formally decommissioned. David said that this group certainly doesn't want to step on toes or duplicate someone else's work, but it would be good for the campus if a one-stop IT- and data-related policy website could be created. The IT Policy webpage is owned by either the SGAC or SGEC and is likely maintained by Anna Biggers Vakulick or Aaron Baillio.
 - May seek to add someone from Legal on this subteam for guidance, input, and our FYI. David has mentioned to Susannah Livingood, Chair of the DGCC, that this group would be receptive to representation from Legal.
 - Others? None were mentioned.
- Next meeting: June 22, Collings Hall, Room 237