



Data Governance Plans

SAC Presentation

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CALIFORNIA COMMUNITY COLLEGES



Agenda

What and Why data governance?

What is data governance in the context of CCC?

What is the Data Governance Advisory Committee (DGAC)?

What is the Data Governance Office (DGO)?

Questions

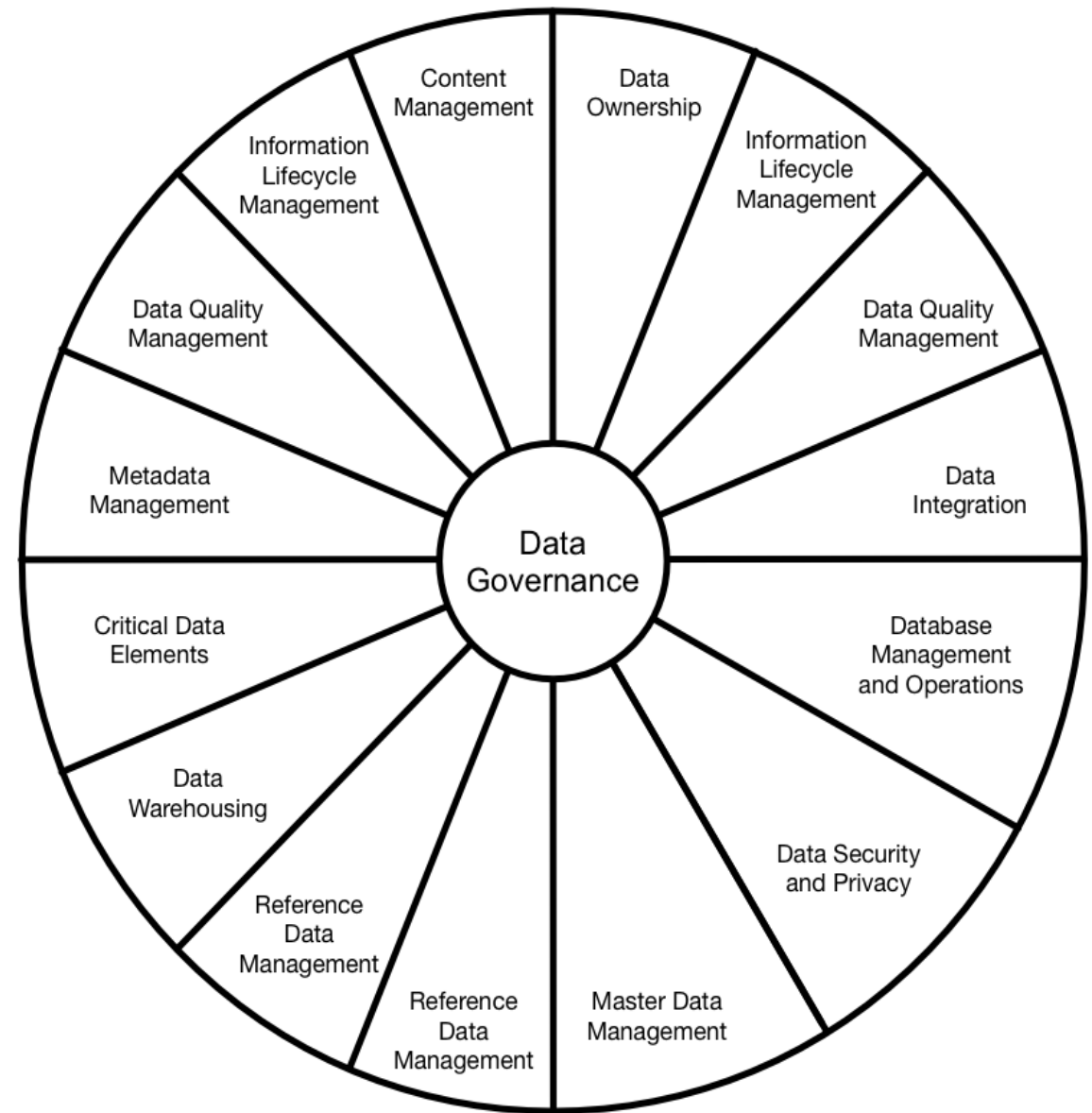
What is Data Governance?

Data Governance refers to the overall management of the availability, usability, integrity, and security of the **data** employed in an enterprise. A sound **data governance** program includes a governing body or council, a defined set of procedures, and a plan to execute those procedures.

Data Governance Areas

There are lots of different philosophical approaches to enterprise data management and data governance

These thirteen (13) areas are commonly defined as part of the scope of data governance efforts

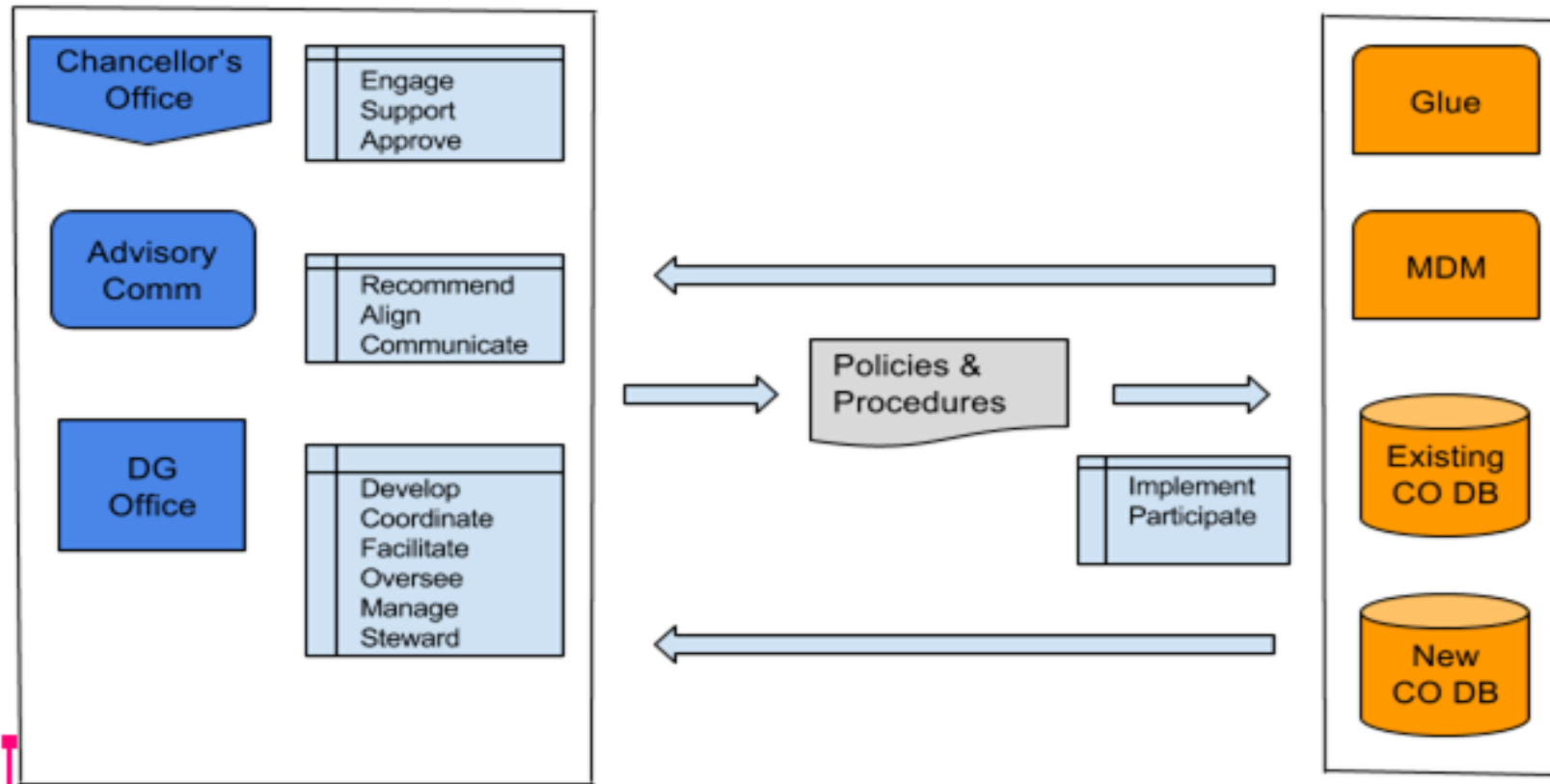


Why Data Governance?

1. Saving money
2. Managing data privacy and liability
3. Allows data sharing and re-usability (MDM)
4. Ensuring data consistency, reliability, and repeatability
5. Allowing for analysis and reporting to be consistent across the enterprise
6. Guiding analytic activities
7. Improving confidence and providing clarity

Governance Administration Overview

(from Data Governance Administration document by Jason Elwood)



Why Data Governance in CCC?

MDM requirements are a great example:

Our colleges want (demand?) technical choice.

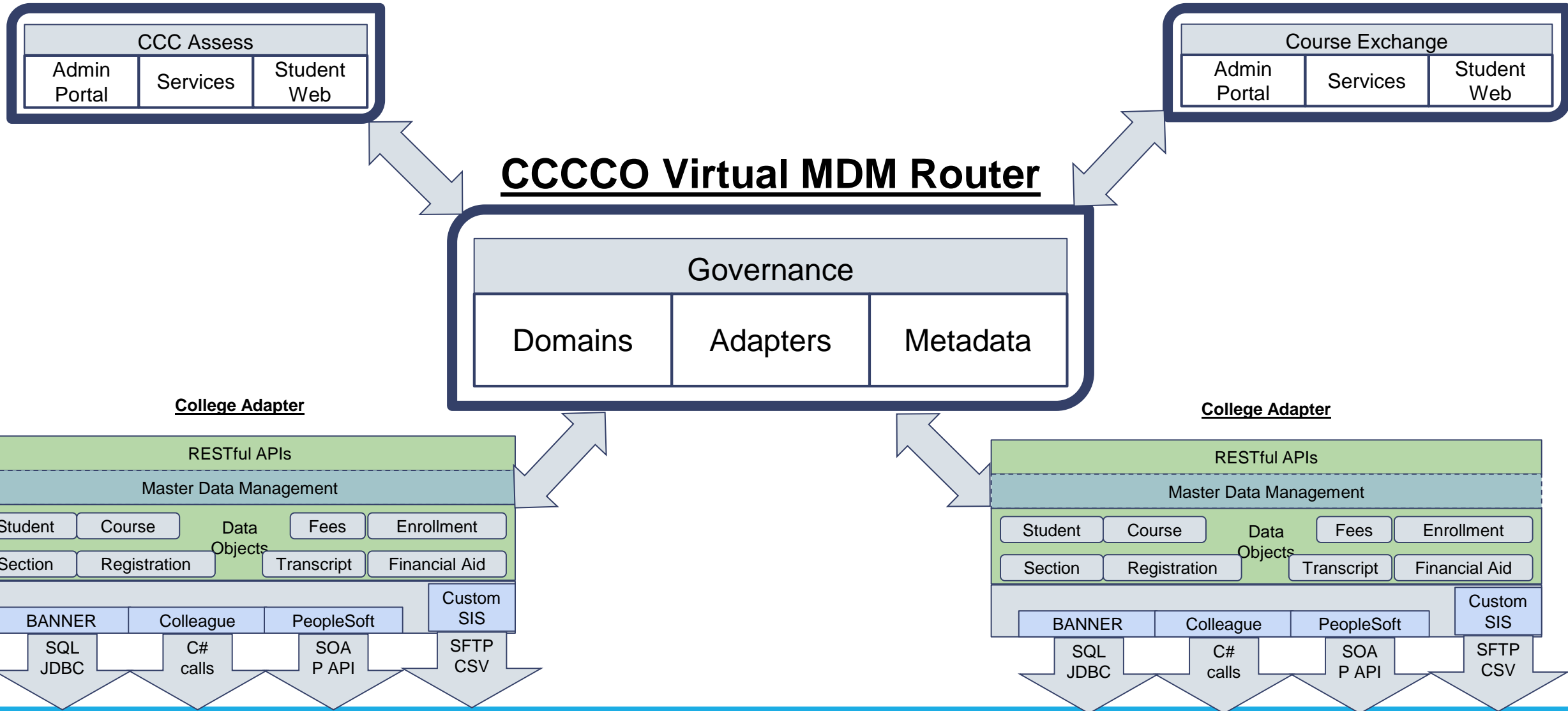
- Do I want data to be in sync between Canvas and my SIS? How about my Ed Planning service?
- Can I control how often (if ever) the data is updated?
- With that choice comes the additional burden of designing Glue to both insure consistent and up to date data as well as supporting the scale of transactions inherent in the CCC.

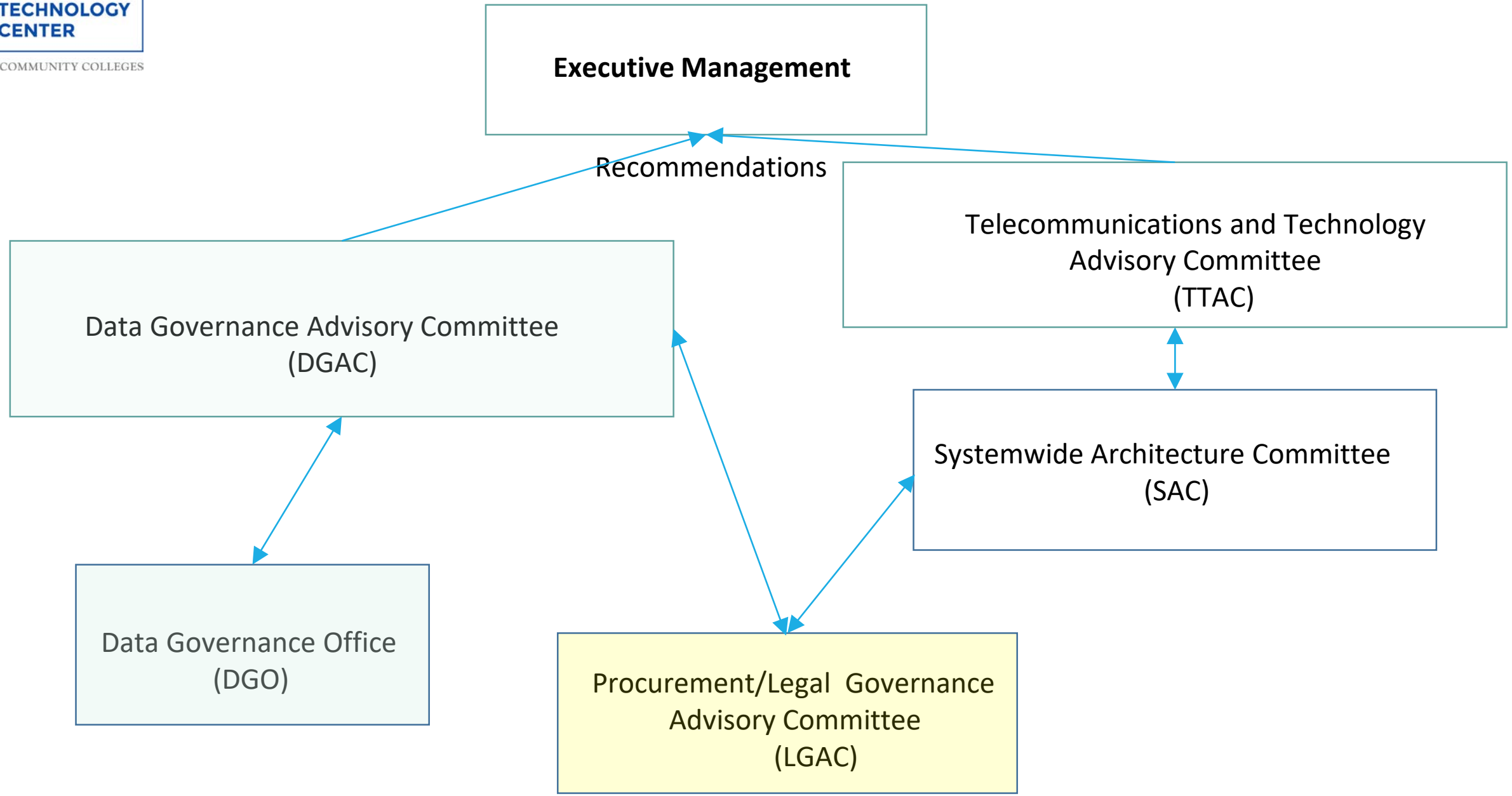
Goals of Master Data Management Include:

- Facilitate the choice of what data in the ERP/SIS is updated, by whom, and how often (throttle)
- Support the ability to notify participating systems of new data, e.g. provision a new student in Canvas
- Queue data changes in the event of high demand, system outage, or system overload

“No off the shelf MDM product has the features the CCC needs”, Gartner Group

Master Data Management





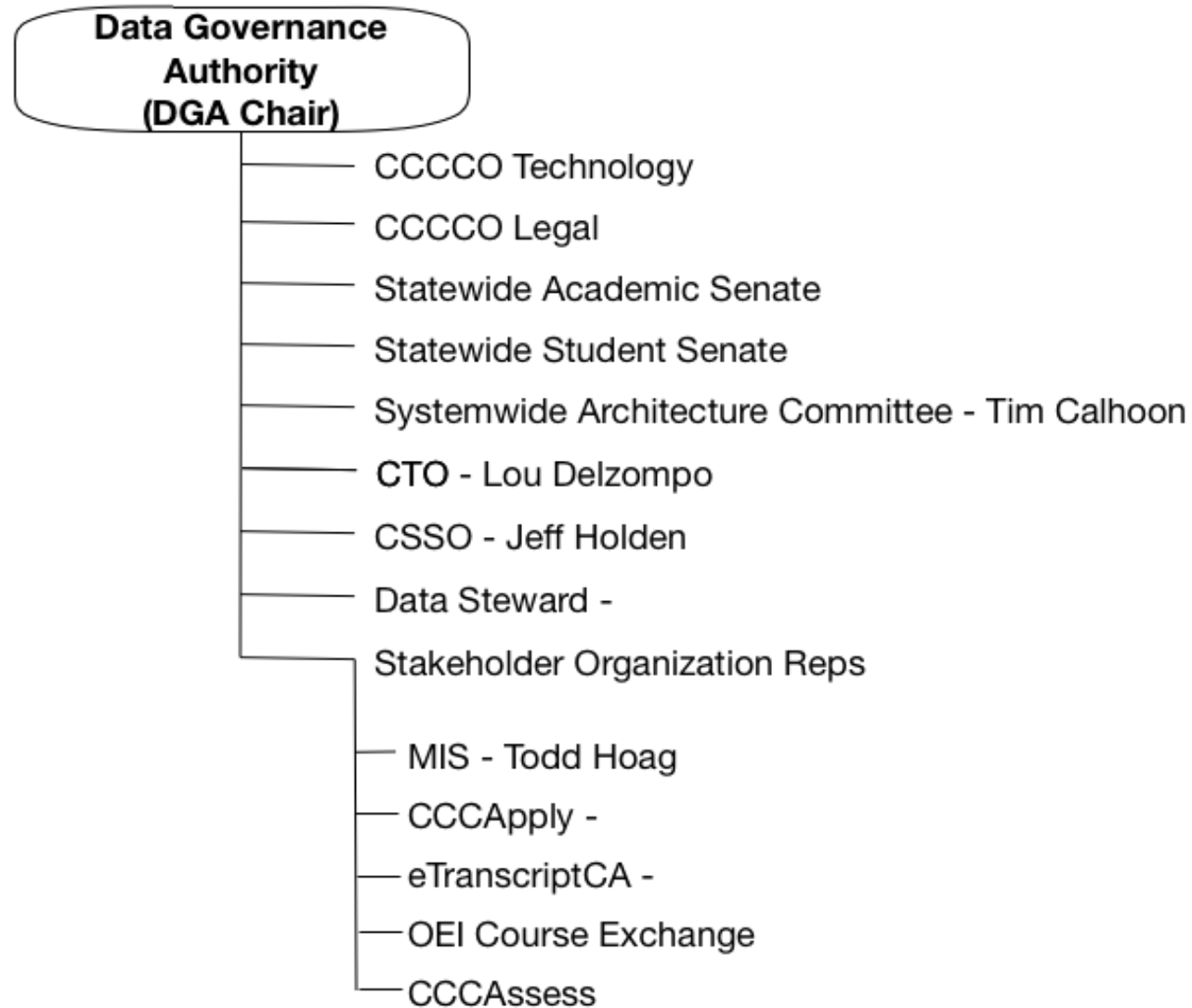
Procurement/Legal Governance Advisory Committee (LGAC)

- Not formed or even conceptualized to our knowledge.
- Comprised of the legal experts and procurement representatives from the institutions and projects in the eco-system
- Only meet as needed, as called by the DGAC
- Focus on legal and procurement questions such as:
 - What is required in our RFP language?
 - What is required in our contract language?
 - What can we NOT require from vendors or institutions?
 - And other similar questions

Data Governance Advisory Committee (DGAC)

- DGAC sends recommendations to Executive Management
- DGAC is a persistent committee that meets at a regular interval
- Composed of senior leaders
- Understand the value of data
- Define a set of: **Policies, Standards, Requirements, Guidelines, and Definitions**
- Will empower the Data Governance Office

Data Governance Advisory Committee (DGAC)



Scope of the DGAC Chair

1. Lead the Data Governance program with broad oversight over all activities
2. Drive the documentation, approval, and operationalization of policies, standards, and processes
3. Facilitate ongoing communication to stakeholders across the CCC system
4. Manage alignment with data owners, e.g. MIS, college CTOs, EdResults, etc.
5. Oversee the activities of the data stewards
6. Support data quality efforts including the definition of business rules
7. Drive the metadata initiative including the establishment of a glossary
8. Facilitate the implementation of a master data management program
9. Drive the creation of a reference data program
10. Work with the technology team to select & implement data governance tools
11. Develop a dashboard to monitor adherence to policies, standards, process...
12. Work with internal auditors to enforce compliance with policies, standards...

Data Governance Office (Slide I of II)

- Composed of contributors- the data stewards and chief data experts from the institutions and projects in the eco-system
- Meets regularly
- Coordinates and facilitates the work of individual projects
- First large initiative: Create and manage the statewide CCC Data Dictionary
 - Leverages existing work where possible, e.g. MIS, CCCApply, etc.
 - Guides their evolution to insure alignment, e.g. Course Outline of Record
 - Make accessible not only to people through a UI but also to applications through an API

Data Governance Office (Slide II of II)

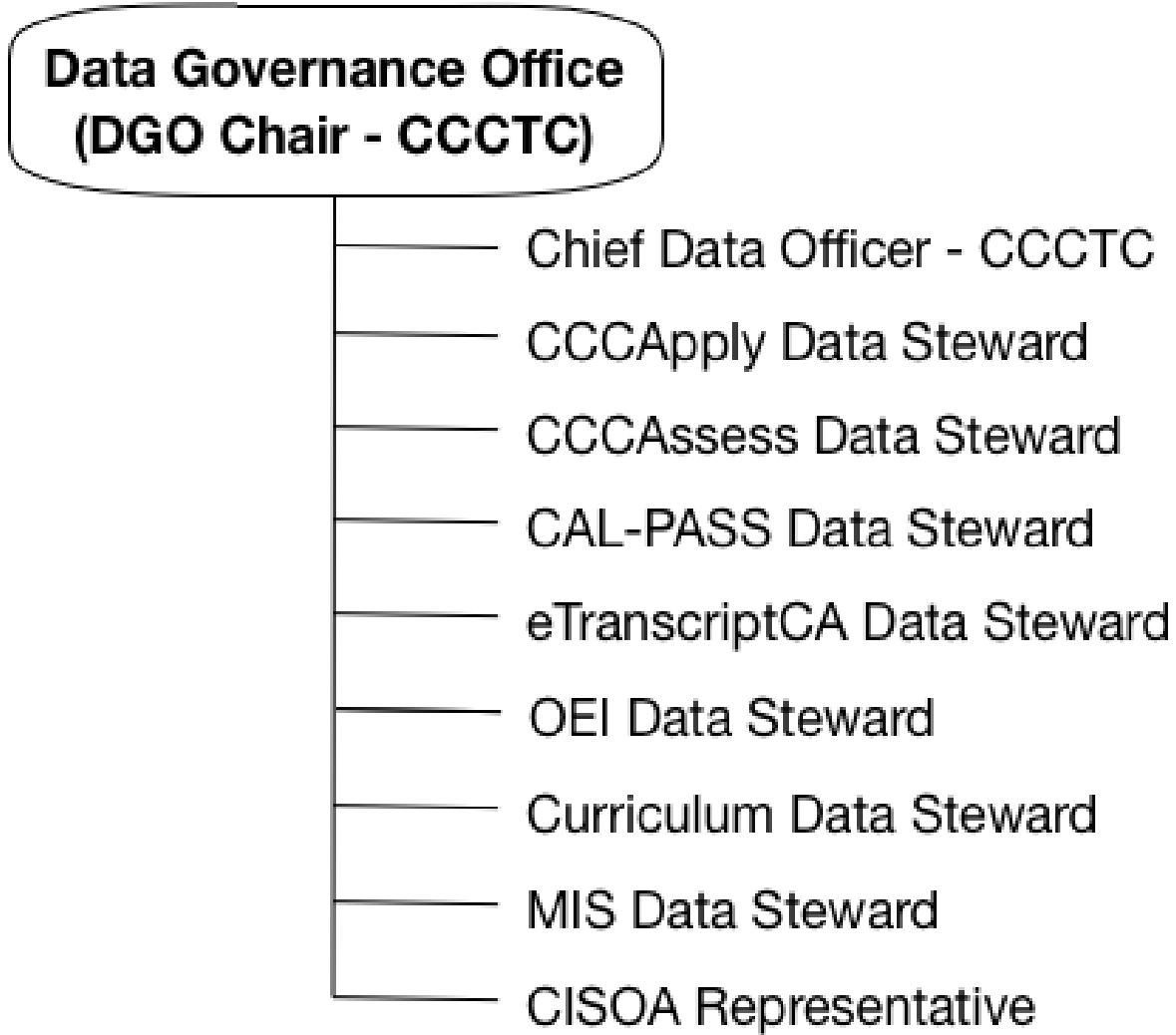
- The DGO will focus on data and information questions such as:
 - PII data inclusion
 - Which data is appropriate to move between systems
 - What data rules need to be applied across the entire eco-system
 - Which data rules need to be applied to specific data exchanges
 - What data policy and procedure needs to be adopted by CCCTC and the Community Colleges in order to support the eco-system (then recommended to the DGAC)
 - Which code set, element and structure definitions do we use in the eco-system.
 - How do we establish sustainable practices in all the institutions and projects such that this is maintained over time.
- These are the core questions- there will also be operational questions around prioritization, privacy, security, and RFP language requests that will come before this group

Data Governance Office Role Types

College and District Data Stewards and subject matter experts will make up the bulk of the DGO.

Stewards from the Projects (as described to the right) will also be included.

We are starting to formulate lists of possible stewards right now.



Priority Areas for Action

Drafting the Data Steward Team

Once the DGO has defined the business problems they are attempting to solve and the systems involved, there needs to be a Data Steward team. Data Stewards are individuals with the most knowledge of the data to be addressed:

- Gathering up the most likely suspects to be data stewards for each of the colleges
- We are looking at starting with the OEI Course Exchange Participants
- We will be working with the Project GLUE, Course Exchange, Data Warehouse efforts to get us to people who are committed and decision makers.

Defining the Size and Scope of the Data

Clearly define the business problems to be solved by improving data quality. For example, clearly identify students no matter what college(s) they are attending

Identify the systems needing to be interrogated from a data quality perspective: Following the above example, the systems could include Canvas, Student Information Systems, CCCApply, Chancellor's Office MIS, etc.

Scope should be based on pragmatic analysis of projects in the works that could use these policies and rules in reality. We will prioritize by which data sets are needed for interoperability and data warehousing first to support those efforts and keep growing out from there based on the DGAC's guidance.

First Year Project Plan

Task Name	Duration	Start	Finish
[-] Data Governance Advisory Committee	256d	07/03/17	06/25/18
[+] DGAC Charter	33d	07/03/17	08/16/17
[+] DGAC Structures	41d	07/17/17	09/11/17
[+] DGAC Convening	239d	07/26/17	06/25/18
[-] Data Governance Office	258d	07/03/17	06/27/18
[+] Initialization	50d	07/03/17	09/08/17
[+] Establish DGO Meetings and Procedures	225d	08/17/17	06/27/18
[-] Data Dictionary Project	180d	07/03/17	03/09/18
[+] Content (Taxonomy and Element Details)	165d	07/03/17	02/16/18
[+] Data Storage and ETL Construction	104d	08/28/17	01/18/18
[+] Data Dictionary UI, Discovery and Access Functions	126d	08/28/17	02/19/18
[+] Final Build	25d	02/05/18	03/09/18

Questions?