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Minutes
Data Governance Committee
February 7, 2020
11:00 am, BOR

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1. Meeting called to order at 11:11 a.m.
2. Review of Previous Minutes - [November 27, 2019](#)
    ○ Jomi Capelle moved to accept minutes with no changes, John Villafania seconded, minutes approved unanimously.
3. Selection of Committee Secretary
    ○ Unanimously approved to select secretary based on the Round Robin method. Selection will go by alphabetical last name. In this meeting, Sali Andrike will be taking minutes, the following meeting on Feb. 21 will be Jomi Capelle, and so forth.
4. Selection of Faculty Senate rep
    ○ Angie Laaw moved to include a Faculty Senate rep, John Villafania seconded, motion approved unanimously..
    ○ Chairperson motioned, John Villafania seconded, to revoke the initial motion as there is already a Faculty Senate rep in IEC, and DGC will present updates regarding proposed policies and updates in IEC. Motion approved unanimously.
5. [Terms of Reference](#)
    ○ Jomi Capelle moved to accept the Terms of Reference with no changes, Hatty Kabua seconded, motion approved unanimously.
    ○ [Calendar of Work](#)
        ■ Chair Cheryl Vila moved to accept the Calendar of Work as is, Angie Laaw seconded, motion approved unanimously.
6. Data Summit - April 9 (Tentative)
    ○ A one-day fair open to all CMI employees. DGC will present what the College is collecting in terms of data, how they can use the data, and also get their feedback/suggestion on how data should be utilized. Basically, giving them an experience of what data serves for the college, and encourage them to read, understand and utilize the data.
    ○ Dr. Christina will also assist this committee with the planning of this Data Summit. But, each member of this committee will be group leaders, during break out sessions, in helping participants understand data presentation.
    ○ Data Summit can be included in our PMS work plans.
7. Others
    ○ No other matters.
8. Meeting adjourned at 12:15 p.m.

Minutes approved on February 21, 2020