

Minutes
Data Governance Committee
October 02, 2020
11:00 am, BOR mini conference

Members Present:

Cheryl Vila John Villafania
Jomi Capelle Lucinda Peter

Agenda:

- Review of September 18, 2020 minutes
- Data Summit update
- Review of Data Summit program

Minutes:

1. Meeting called to order at 11:26 a.m.
2. Review of September 18, 2020 minutes
 - Update number 3 wording “submitted to and approved by IEC”.
 - Motion to approve by Cheryl Vila, second by Lucinda Peter. Motion Passed.
3. Data Summit
 - Final date is on October 9, 2020 9:00AM-12:00PM
 - Coordinated to Physical Plant
 - Old Library has been reserved
 - We are anticipating 60 participants
 - Members of DGC will be the group leaders
 - Leaders should assign a note taker in the group
 - There will be refreshments (sandwich, fruits and drinks) from EVP budget
 - Games is assigned to Meyar and Jomi
4. Review of Data Summit program
 - 1st slide in the presentation has image that shows “The Repeating Cycle of Data”, “10 Essential Elements of Data System” and others.
 - Members feedback - it seems overwhelming because there is a lot of information in one picture
 - Start the discussion on what do they think about the data that CMI is collecting?
 - When the group leader reaches the students part, emphasize that the students can be categorized in different ways
 - Present the big picture
 - Video presentation
 - Ask the attendees why is this important
 - People have to be comfortable when we present it

- Members feedback – Good because it has all the important information in handling data
 - Show an example of statistics and ask the attendees what are their thoughts
 - Define the ff:
 - FTE – Full time equivalent (not applicable to Carpentry and Maritime)
 - Unduplicated – the student is counted once the whole academic year
 - Academic year – Fall, Spring Summer
5. Next meeting: October 7, 2020 – 2PM
6. Meeting is adjourned at 12:15 p.m.