**December DGC Agenda & Meeting Notes**

* New member - Chantae Recasner – IC Rep
  + Round of Introductions
    - Due to the lack of attendance at the meeting, we’ll postpone this until the next meeting.
* Review of Proposal Process
  + Reviewed the process flow diagram available on the [DGC website](https://www.sbctc.edu/colleges-staff/commissions-councils/dgc/)
* Discuss Meta-Major Proposal
  + Next Steps – Are we ready for system feedback?
    - Not yet, need additional time for Data Governors to provide feedback
    - Note that this step of the process is for the Data Governors to provide feedback before we send to the system. We need to make sure that the DGC supports the proposal first. Feel free to share the proposal with your internal college staff for feedback, **but don’t distribute it to the commissions and councils yet**.
    - We will give an additional 2 weeks for Data Governor review. **Please submit any questions or concerns you have about the proposal to Carmen by December 20.**
* Forming subcommittee for Data Classification work
  + Please forward call for volunteers to your commission and councils
    - Carmen will send out the email template to the Data Govenors to forward to your commissions and councils.
    - Carmen will also send the call for representatives out thru a Data Alert.
* Study Abroad program
  + How to identify students who are in the student abroad programs.
  + Would a location code on the class work? WSSSC is the organization.
    - Do we want a global code?
    - Do we have a physical location in the EU? (does GDPR apply?)
    - Does the student attend classes offered by a different entity? Or our college?
  + We will continue this discuss at the January DGC meeting.