# Data Governance Committee (DGC) Meeting Notes

**Date: 1/09/2025** Phone/Webex; 10:30am

Information about DGC:   <https://www.sbctc.edu/colleges-staff/commissions-councils/dgc>

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| --- | --- | --- | --- |
| Attended | Commission | Name | College |
| x | **Co-chairs (SBCTC)** | Carmen McKenzie | SBCTC |
| x | **Co-chairs (RPC)** | Jennifer Tuia | South Puget Sound CC |
|  | **Business Affairs Commission (BAC)** | Carie Edmiston | Peninsula College |
| x | **Business Affairs Commission (BAC)** | Linda Schoonmaker | Big Bend Community College |
|  | **Diversity and Equity Officers Commission (DEOC)** | Thalia Vaillancourt | Centralia College |
|  | **Diversity and Equity Officers Commission (DEOC)** | John Hudson | Everett CC |
| x | **Human Resources & Management Commission (HRMC)** | Stephanie Groom | Walla Walla CC |
|  | **Human Resources & Management Commission (HRMC)** | Josh Ernst | Everett Community College |
| x | **Information Technology Commission (ITC)** | Jason Brandon | Shoreline Community College |
| x | **Information Technology Commission (ITC)** | Eva Smith | Edmonds Community College |
| x | **Instruction Commission (IC)** | Chantae Recasner | South Central |
|  | **Instruction Commission (IC)** | Vacant |  |
|  | **Public Information Commission (PIC)** | Katie Rose | SBCTC |
| x | **Public Information Commission (PIC)** | Sherry Nelson | SBCTC |
|  | **Research and Planning Commission (RPC)** | Summer Kenesson / Diana Knight | SBCTC |
| x | **Research and Planning Commission (RPC)** | Lia Homeister | Renton Technical College |
| x | **Student Services Commission (WSSSC)** | Steve Ashpole | Bates Technical College |
| x | **Student Services Commission (WSSSC)** | Ruby Hayden | Lake Washington Institute of Technology |
|  | **SBCTC** | **Lou Sager – Ex-Officio** |  |

# Next Meeting:

Next Meeting is: March 6, 2025, Webex

# Meeting Notes:

**Agenda:**

* New member - Chantae Recasner – IC Rep
  + Round of Introductions for all Data Governors
* Discuss status of Meta-Major Proposal
* Quick update about Data Classification subcommittee
* 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?
* No February meeting

Meta-Major Proposal

MM proposal was submitted to us for DGC to review and provide feedback. Add Lia’s feedback in. Draft email and send to commissions for feedback, allow two weeks and send feedback to Carmen.

Meta-major format lower case, unless a heading.

Data Classification

The data classification subcommittee has about 20 people from a variety of positions across the system as opposed to just data folks. We have cross – functional perspectives. Kick off on January 21st.

Study Abroad Programs

How to identify students who are in a study abroad program. Edmonds has a location code to identify these students do we want to develop a code from system view/perspective?

Considerations: GDPR – EU data privacy regulation. Do we have a physical location in the EU? There are significant requirements that would require compliance and upgrade to ctcLink. It would be impactful to implement this. More investigation about how the student attends school, do the students earn institutional credits? Organization Lou referenced is… WCCCSA

* What IS a study abroad program? Eva will take it back to her team and ask more questions.
* Eva and SPSCC will ask about our study abroad programs. What is the governing body?
* Do we want a global code?
* Does the student attend classes offered by a different entity or our college?
* Is the student living abroad? Does this impact GDPR if they are only temporarily living there?
* Need to define study abroad. Is this student based or class based?

Voting

Only decisions regarding coding require a vote. Nine votes representing eight commissions and one State Board will vote. Voting shall be approved by two-thirds (or 6) votes.

**Data Governors to do/Things to remember:**

* N/A