

CENTRAL OREGON COMMUNITY COLLEGE

Data Stewardship Advisory Committee Meeting Agenda

Date:	July 10, 2014	Facilitator:	Brynn Pierce
Time:	2:00-3:30pm	Notes:	Ashlee Sanders
Place:	Campus Center Building (CCB) 116	Agenda Maker:	Brynn Pierce, Ashlee Sanders, Laura Boehme, Wesley Dymond

Attendees:	Faculty		Students		Guests:	
	Name	Present	Name	Present	Name	Present
	John Armour		Chris Mills	X		
	Pam Beyer	X	Stephen Newcombe		Dan Cecchini	X
	Lisa Bloyer		Brynn Pierce	X		
	Laura Boehme	X	Sean Rule			
	Wesley Dymond	X	Ashlee Sanders	X		
	Chris Egertson	X	Ed Sea	X		
	Michael Fisher		JJ Shew	X		
	Jason Frost					
	Caren Graham	X				

Agenda Item	Discussion	Decision/Action	Responsible Person(s)
Welcome!			
College Committee/ Work Group Updates (10 minutes)	<p>Challenge Course Section Follow-up Chris Mills, Stephen, Konnie and Mary taking a recommendation to the deans outlining an approach to flagging courses more effectively.</p> <p>Student Type Work Group Dr. Middleton thinks the College should make an effort to recruit College Now and Concurrent students to attend COCC post high school graduation which may require modifying the way these high school student populations are flagged and tracked in Banner.</p> <p>Grad Tracks Core Group Due to the focus on auto awarding degrees Jason and Lynn are working to do those reports using Grad Tracks.</p>		All

	<p>Academic Master Planning (AMP) Team The 2015-18 Academic Master Plan will be organized into 5 categories:</p> <ol style="list-style-type: none"> 1. Quality Instruction 2. Institutional Sustainability 3. Institutional Resources 4. Branch Campuses 5. Community Outreach and Partnerships <p>Team is trying to make things actionable. They are looking at the bigger picture and how the AMP aligns with the strategic plan.</p>		
<p>Educational Moment (20 minutes)</p>	<p>Technology Advisory Committee (TAC) Prioritization Process & DSAC Alignment</p> <p>Dan presented a PowerPoint document</p> <p>The prioritization process is an initiative TAC has been working towards.</p> <p>The TAC committee is comprised of stakeholder representatives from across COCC and is a structured way for the college to share ideas with ITS. TAC also acts as an advisory committee to the Executive Team.</p> <p>ITS uses TAC as a resource for project planning.</p> <p>The prioritization process is a formal project portfolio management (PPM) method and will help decide which projects to focus resources; because right now we have more demand than resources.</p> <p>PPM Goals: Strategic Alignment Value Delivery Resource Management</p>	<p>DSAC to start supporting this effort by submitting our Data Standards Manual recommendation through the prioritization process.</p> <p>Laura Boehme will assist Chris Egertson in getting this first request submitted.</p>	<p>Dan Cecchini</p>

	Risk Management Performance Measures		
DSAC Housekeeping (5 minutes)	Brief updates. All information is posted on Office 365 <ul style="list-style-type: none"> • 2014-15 DSAC Membership • DSAC Subcommittee Assignments • Glossary Updates & Reminder 		Brynn Pierce
DSAC 2013-14 Progress & 2014-15 Next Steps (15 minutes)	May Deans & Directors Presentation <ul style="list-style-type: none"> • Update was well received • DSAC representatives conveyed that DSAC is not creating more work just organizing the effort. 	Brynn will email Dr. Middleton and cc: Shirley regarding moving forward with our first two recommendations. Brynn will also post something to Commlines regarding the work we're doing.	Brynn Pierce
Subcommittee Updates (30 minutes)	Institutional Culture of Data Stewardship <ul style="list-style-type: none"> • Discussed team changes • Laura gave a recap of what was included in this recommendation • The group plans to rename this subcommittee, looking for ideas... 	Laura will be scheduling a meeting to re-group.	Laura Boehme, Lisa Boyer, Stephen Newcombe & Sean Rule
	Data Standards Manual <ul style="list-style-type: none"> • Discussed team changes • Recommendation put on hold until after Deans and Directors, but there is a plan in place ready to go. 	Chris E. will schedule a meeting to regroup. Chris E. and Chris M will look into submitting this through the project prioritization process.	Chris Egertson, Jason Frost, Wesley Dymond and Chris Mills
	Data Management Maturity Model & Metrics <ul style="list-style-type: none"> • Discussed team changes • Next steps will be getting new members up to speed in order to review with the larger 	Ashlee will schedule a meeting to re-group	Caren Graham, JJ Shew, Brynn Pierce, Ashlee Sanders

	committee so we can decide how we want to use it.		
	<p>Data Warehouse – Homework Assignment</p> <p>An area has been created on Office 365 to start reviewing what we know about Data Warehouses as a group. Our goal is to go over this information in our August meeting.</p> <p>Ultimately a subcommittee will be created, those individuals are yet to be determined.</p> <p>Moving forward we plan to work with TAC on this project by submitting a prioritization ticket in an effort to get this on the budget by November 2014.</p>	Ashlee will circulate an email with directions on where to submit your feedback.	TBD
On-Going Projects (10 minutes)	<p>Co-Op Work Experience Courses – Flagging</p> <p>Tabled until the next meeting....</p>		Chris Egertson
Next Meeting	<p>Thursday, August 14, 2014</p> <p>BEC Board Room</p> <p>2:00 to 3:30 pm</p>		