



Data Governance ^[1]

Data Governance

Every day, thousands of gigabytes of data pass through the CU servers. To ensure that data is managed as a material asset the University has established a data governance program with the goals of ensuring that data provides value, meets compliance requirements, and risks are managed appropriately. Data governance plays a central role in the control and distribution of important information within the university. Without data governance, people may not know who to go to for answers to their questions, and may receive and/or circulate incorrect information. Communications can also become point to point and randomized, and people may rely merely on informal collaboration for the university to operate properly, which can be risky. Data governance helps address these risks. The program consists of *Data Owners*, *Data Stewards*, *Data Custodians*, and *Data Users*.

Data Owner

Appointed by the President, Chancellor, or delegates of the Council of Data Owners, *Data Owners* are accountable for managing, protecting, and ensuring the integrity and usefulness of university data. In addition to upholding University policies and state/federal law, *Data Owners* are responsible for identifying the sensitivity and criticality of data.

Data Custodian

Data Custodians have control over a data asset's disposition whether stored, in transit, or during creation. They are usually associated with IT units within the University, and typically have modification or distribution privileges. Because they take such a hands-on role, *Custodians* carry a significant responsibility to protect data and prevent unauthorized use.

Data Steward

Although they often have custodial responsibilities, *Data Stewards* are distinguished by having delegated decision-making authority. They may represent *Data Owners* in policy discussions,

architectural discussions, or in decision-making forums.

Data User

Data Users create and control university data, and share responsibility in helping Data Stewards and Custodians manage and protect data. *Data Users* can consist of any individuals or University units that create or manage sets of University data.

Data Management Groups

Data Management Groups (DMGs) are an integral part of data governance. Among several functions, DMGs aid in developing processes to assure confidentiality and security of data by managing access to and usage of data. They also assist in governing the risks that pose a threat to university data and data owners. These groups consist primarily of Data Stewards and Data Custodians.

When University Units (*Data Users*) create shared data repositories they take on responsibilities as *Data Custodians*. As such, units must work with *Data Stewards* to ensure that they understand external regulatory and University policy compliance requirements. In addition to ensuring adequate safety procedures are being upheld, it is the duty of the *Data Steward* to understand business needs of the University unit and facilitate appropriate access to the required data. *Data Owners*, managed by the Council of Data Owners, oversee the actions of the *Stewards* and make sure that the data maintains a level of quality, protection, and effectiveness.

The link for the policy can be found [here](#) [2]

Process to request data access is available [here](#) [3]

Data Request Form is available [here](#) [4]

The Council of Data Owners

The Council advises the President and Chancellors that the University is taking appropriate measures to ensure data quality and ensure compliance with relevant regulations and policies. The Council members, appointed by the President and Chancellors, work to resolve conflicts where data overlaps between multiple data owners.

Business Domain	System Administration	Anschutz	Boulder	Colorado Springs	Denver
------------------------	------------------------------	-----------------	----------------	-------------------------	---------------

**Research
Administration**

*Proposal Awards,
Compliance Records,
Institutional Review
Board Records,
Research Data*

Patricia Rankin Terry Schwartz Bob Damrauer

Student Academics

*Course Records and
Degree Audit Records*

Russell Moore Terry Schwartz Roderick Nairn

**Student
Administration**

*Admission Records,
Student Enrollment
Records, Student
Financial Records,
Financial Aid Records,
Parents related
Records*

Gwen Pomper Homer Wesley Raul Cardenas

**Employee
Information**

*Personnel Records,
Employment
Applications,
Compensation,
Payroll, Employee
Medical Records,
Training, HR
Compliance Records,
ODH Records*

Kathy Nesbitt

Kelly Fox Susan Szpyrka

Faculty Information

Faculty Tenure and Performance

Jeffrey
Cox

Terry
Schwartz

Regina
Kilkenny

Financial Resources

*General Ledger,
Purchasing, Vendors,
Accounts Receivable,
Accounts Payable,
Budget, Investment*

Todd Saliman

Kelly Fox

Susan
Szyrka

University Advancement

*Alumni, Donor
Prospects, Gifts*

Johnnie Ray and
Jack Finlaw (CU
Foundation)

Campus Resources, Services, and Facilities

*Campus Departmental
Financial Records;
Campus IT Asset
Records; Campus
Facilities Records;
Campus Capital
Equipment Inventory
Records; Safety,
Physical Security, and
Parking Records;
Housing Records*

Kelly Fox

Susan
Szyrka

Groups audience:

Office of Information Security

Source URL: <http://www.cu.edu/ois/data-governance>

Links:

[1] <http://www.cu.edu/ois/data-governance>

[2] <http://www.cu.edu/sites/default/files/6010.pdf>

[3] http://www.cu.edu/sites/default/files/data_access_process.pdf

[4] <http://www.cu.edu/sites/default/files/pages/40399-data-governance/docs/data-request.docx>