

UNCG





UNCG Data Governance Newsletter- Summer 2023

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UNC Greensboro Enterprise Data Governance

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The UNCG Data Governance Newsletter is issued quarterly. The purpose of our newsletter is to keep our campus up-to-date with the latest happenings and findings in the realm of Data Governance and Collibra.

Our issues include:

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Upcoming Events

National Dapper Your Data Day- July 18. It was founded by Dapper Data, LLC in 2020. “Dapper your Data” day is celebrated by individuals and organizations who would like to focus on cleaning their data. Organizations will spend the day reviewing the data they ingested and cleaning that data. Individuals can spend time cleaning up their emails and photos (i.e., Google Photos and the metadata associated).

Collibra and Coffee- August 9th 10:00 am-10:45 am. This is our first session of a series that we will be offering. In these sessions you can see demos of new and useful features and functionality, you can hear use cases about how Collibra can help you solve problems, and you can ask questions about how you can use Collibra to best effect. You’ll be able to see our events and add them to your calendar via our [website](#).

UNCG Data Governance Road Tour Fall 2023- Schedule a demonstration with your department on our tour. Email edgteam@uncg.edu to reserve your spot now!

About Us

The Enterprise Data Governance team manages and supports UNCG’s Data Governance committees, data quality efforts, and the Collibra Data Intelligence platform. We provide data asset cataloging, metadata support, and data quality assurance to all areas of campus.

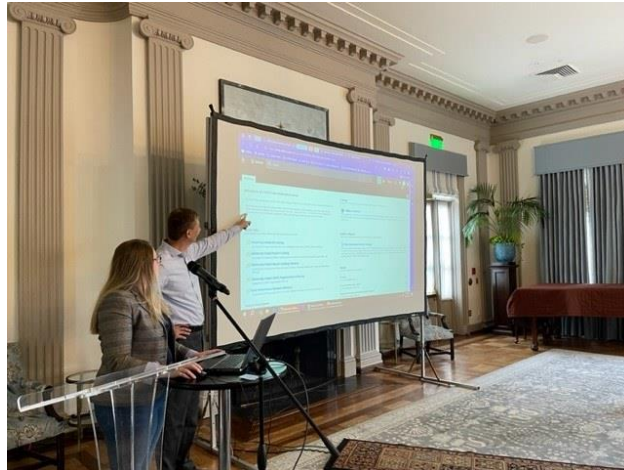


In Meta(data) We Trust: Data Governance at UNCG

Have you ever needed information about your program and weren't sure where to find it? Have you ever looked at a report and wondered what the numbers really meant or where they came from? Or have you ever wanted to better understand a term you keep hearing? We've just launched a tool that can help! Colibra Data Intelligence Cloud - a single source for all UNCG data governance and stewardship activities, and where metadata about institutional data assets are defined, cataloged, and governed.

We just completed our series of kickoff events: *In Metadata We Trust: Data Governance at UNCG*, where we introduced our Data Governance program, team, initiatives and exploring Colibra, our single source for all UNCG data governance and stewardship activities. We had a great turnout to both our live and

virtual events! Thank you to all of those who attended and shared our event with your colleagues. Our Collibra Use Cases for this round of sessions included: The Report Catalog and Organizational Hierarchy, Business Glossary, and Reference Data. We look forward to taking the questions from these sessions and building on our demos and presentations to better serve our users on our road tour this fall. We plan to demo with different departments on campus. Please be sure to email us at edgteam@uncg.edu so that we can get you on our calendar.



Team Spotlight

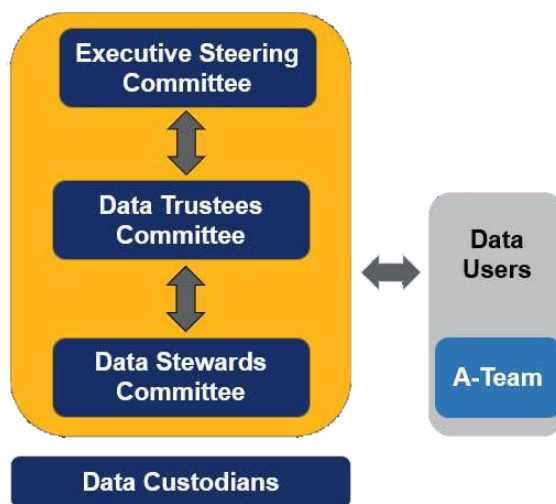


Alice Fleck serves as the Enterprise Data Governance Manager. She leads the team and works closely with the Data Governance committees in the development of policies, standards, and guidelines that structure data-related campus activities. She is closely involved with the management of the quality and integrity of our institutional data and with the development, collection, and management of the university's metadata resources.

Over the course of her career at UNCG, Alice has had a wide variety of responsibilities, but always found ways to be involved in technology and data. She began her professional career at UNCG in 2002 and has worked in several different departments across campus before accepting her current position. Alice is a two-time alumna of UNCG, holding a Bachelor of Arts degree in Anthropology (class of 2014) and a Master of Library and Information Science (class of 2022). Recently, she attained certification as a Certified Data Management Professional (CDMP) and specializes in Data Governance and Metadata Management.

Alice lives in Greensboro with her husband, Jason, their dog Audri, and their two cats: Ashe and Jasper. Outside of work, Alice enjoys practicing yoga and meditation, enjoys a good craft beer here and there, and like most students of library science, always enjoys a good book. Reading has always been a central part of her life and she tends to enjoy mostly science fiction and fantasy novels. Authors such as Neil Gaiman, Terry Pratchett, Martha Wells, and Leigh Bardugo are among her favorites.

Committees



UNCG has developed a multi-level framework in which major data related roles and responsibilities are organized into several decision-making bodies. The three main bodies of Data Governance here at UNCG are the Executive Steering Committee (ESC), the Data Trustees Committee, and the Data Stewards Committee. To learn more about the ESC, check out [Executive Steering Committee \(uncg.edu\)](https://uncg.edu). These committees are supported by two groups of Data Custodians and interact with the Academic Unit Liaisons sub-committee and campus Data Users.

The Data Trustees and Data Stewards committees would like to thank our outgoing Chairs, Jodi Pettazzoni and Johnny Lail (respectively). Jodi and Johnny have been stalwart supports of Data Governance and it has been a pleasure working with them to inaugurate the current Data Governance

program here at UNCG. They have generously given their time, knowledge, and leadership to our two new committees, leaving us with a solid foundation on which to build. New Chairs of both committees will be elected this month.



Currently the Data Trustees committee is working to develop new data standards for both Name and Gender data handling. These standards will help ensure that this valuable data is properly handled and that we use it appropriately to ensure the correct identification of individuals. As soon as these standards are approved and published, you will be able to access them on the [Governance Work](#) page of our website.

The Data Trustees committee is about to embark on the development of a University Data Strategy plan. A Data Strategy is "a plan to help set direction relative to data and how the organization will use it in direct support of their organizational strategy" ([Aiken & Harbour, 2014](#)). The Data Strategy will align with the university's Strategic Plan and the process will include a review of our current state of data management and set goals and objectives for necessary changes to reach our desired future state.

The Data Stewards committee has been hard at work reviewing new code requests and resolving data issues. Notable decisions include developing a solution for handling term-based program CIP code changes in Banner, implementing a process for the consistent tracking of first-generation students, and working towards a solution to resolve off-boarding issues for students in pre-majors.

Data Quality Tips



At UNCG, we define data quality as the accuracy, completeness, consistency, and timeliness of data throughout its lifecycle. At the organizational level, data quality management encompasses a set of policies and processes to ensure that data quality meet the requirements. At the same time, measures to maintain data quality should be also taken at the user-level. Here we provide some tips which can help employees who create, manage, and use data to ensure they meet the data quality criteria.

- Define a structured process to follow when entering data to ensure accuracy of data from the moment data is entered into each record.
- Use anomaly detection or outlier analysis to identify unexpected values or events in a data set to ensure completeness of data.
- Restrict the number of options within a field, e.g., using drop-down lists, to limit potential errors and help with consistency of data.
- Organize your data files using optimal directory structure and file naming convention, and make sure that the most recent versions of files are easily findable and accessible.
- Familiarize yourself with UNCG's data compliance standards and complete the necessary trainings to ensure your data meet the regulatory requirements.
- Perform data audits on a regular basis to see what data need to be fixed and which areas of your data entry process need improvement.

Data Governance Champions - Hall of Fame

Let us know when someone on campus has been championing Data Governance so we can celebrate their work! Share the good news by filling out this [form](#) on our website.



Contact Us

Be on the lookout for our next newsletter! We appreciate your interest and support in our program. Go Spartans!

Email: edgteam@uncg.edu

Visit us on the web at [UNCG Data Governance](#)

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