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CC. Data Management

For most operational questions, please refer to the Regulations and Procedures

1. Purpose. To set forth policies regarding the access, use, ownership, quality, standards, compliance, and archiving of the University's data.

2. Establishment of Regulations. The Administration shall establish regulations and procedures to ensure that University enterprise data are reliable, secure, standardized, archived, interpretable, and accessible to employees with legitimate academic and administrative needs. These regulations shall be consistent with Board policies, University mission, applicable laws and regulations, and sound business practices.

3. University Data. "University data" are comprised of data derived from university activities and processes. University data span the entire University and are generated, collected, and disseminated through several diverse processes; are stored, transported, and shaped by information technologies; and used in an array of external and internal reports.

4. Scope. University data are an essential component of the University's educational and operational activities. This policy establishes a framework for responsibility, access, and use of university data by:

- Students
- Faculty and staff
- Others as authorized by the Administration

5. Responsibilities. Each university data user shall be responsible for the appropriate use of and securing university data in a manner consistent with university policies, regulations, and procedures.

6. University Data Governance. The University Technology Steering Committee will provide governance for University Data Management and be responsible for ensuring that the development and use of university data are guided by university priorities, policies, regulations, and procedures.

The Technology Steering Committee acts as an advisory body to the University President and has the power to create subcommittees as well as regulations and procedures consistent with University policy and applicable laws and regulations.

7. Acceptable Use of University Data. The Administration shall ensure that university data stewardship, custodian, and owner roles are defined; that acceptable use responsibilities are established; that identities of peoples who could be identified by data are protected; that employees are able to fulfill their University-related responsibilities as they relate to collecting, storing, analyzing, and reporting university data. Acceptable use responsibilities, regulations, and procedures shall be communicated to university data users, providers, and support personnel.