



## What is Data Governance?

Data governance is decision making regarding the management of data. It focuses on the business processes, policies, and stakeholder roles to ensure that data usability, integrity, and privacy are maintained within an organization.

## Why Do We Need Data Governance?

If we want to achieve innovation and success as an organization, we have to invest in the management of our data as an essential asset to our organization.

## Data Governance Committee

### Typical Organizational Structure for Data Governance



The work in this suggested organizational structure centers around a Data Governance Committee (DGC). This work cannot happen without the support and approval of the executive leadership and the expertise and humanpower of the subcommittees. In addition to these three major groups, the work is powered by a data governance champion who sits at or close to the executive level and a data governance coordinator who will manage the day-to-day operations of the data governance committee and subcommittees.

All major data work should be represented by the members of the committee through a

cross section of leaders, from those who use data to make decisions to those who use technology to support and inform the decision making.

## Data Governance Focus Areas

<p><b>Data Strategy</b></p>	<p><b>Data Collection &amp; Data Quality</b></p>	<p><b>Data Transformation</b></p>	<p><b>Data Sharing for Decision Making</b></p>
<ul style="list-style-type: none"> <li>Identify key data collections through use cases</li> <li>Develop data strategy based on use cases and other artifacts</li> </ul>	<ul style="list-style-type: none"> <li>Identify data owners and stewards</li> <li>Create data definitions</li> <li>Assure data quality processes are in place</li> </ul>	<ul style="list-style-type: none"> <li>Define data metrics and calculations</li> <li>Inform data standards for system interoperability</li> </ul>	<ul style="list-style-type: none"> <li>Create data use and data request policies/ processes</li> <li>Create data privacy and security policies</li> <li>Ensures data sharing agreements are in place</li> </ul>



## First steps for the Data Governance Committee

### **Create the DGC:**

Identify members, create a schedule, and get support from executive leadership

### **Establish a charter:**

Includes a vision, scope, membership and voting rules

### **Engage data stakeholders:**

Gain greater understanding of our organization's data governance needs

### **Establish a road map:**

A strategy document to plan out how to do the work that will take place over the year

## What Commitments are Expected of the Data Governance Committee Members?

The committee will meet regularly in accordance with the charter.

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During these meetings, committee members should expect to tackle items outlined in its data governance roadmap, as well as urgent issues which must be addressed by the committee.

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The meetings will consist of both discussion and potential voting on proposed decisions, and members should expect to review proposed policies, decision memos, and other documentation prior to each meeting.

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Committee members may be asked to sit on a subcommittee which tackles a specific, more in-depth issue the full committee is interested in exploring further.

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Beyond committing time to this work, committee members are expected to act as champions for the data governance work and the decisions made by the committee.

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The committee member should help clear a path for staff members assigned to data governance work so they can dedicate time to supporting the effort.