# Purpose

The purpose of the Data Management framework is to achieve consistently managed data elements and processes across the UW System enabling common analytics and enhanced decision making, with efficiency, availability, and integrity of information.

# Strategic Alignment

The Data Management framework aligns to the 2020FWD strategic plan by enabling improvement across all focus areas and by implementing improvement to Operational Excellence. Currently we lack consistent data availability across the UW System by which to analyze our activities for continuous improvement. Fundamental to any improvement is the ability to understand the problem first, change actions that cause the problem, and analyze and measure the results of the changes.

# Charge

The Data Management Council is charged with overseeing and directing data management practices and policies across all UW System institutions. The Council shall plan at a high level the projects associated with the framework, defining, prioritizing, assigning, obtaining resources, and evaluating project performance. The Council shall resolve competing requirements among institutions, including but not limited to resolving conflicting interests in data definitions, procedures, and administrative processes.

# Objectives

1. Refine/approve common data domains, roles & responsibilities.
2. Review common data architecture for each domain, including a common student data architecture, and improve where needed.
3. Implement framework to intake, evaluate, prioritize, and execute certification of information outputs.
   1. Evaluate and select software tools as needed.
   2. Design and publish processes where needed.
   3. Create working groups as needed.
   4. Create a certification process for reports and data.
4. Monitor appropriate stewardship of data domains.

# Scope

The scope of the Data Management framework includes all two-year, four-year, and extension institutions, as well as the administrative offices of the UW System, and includes all Council-defined domains of information. The scope excludes the definitions and use of course and research content, other than its availability and integrity.

# Roles and Responsibilities

**Data Management Council**

The Data Management Council consists of approximately six members with expert knowledge of data management practice, experience in program management, and experience operating at the system level. Council members will come from UW System Administration or other institutions as appropriate.

Responsibilities:

1. Make decisions governing data management practices that impact the UW System.
2. Define and prioritize projects needed to implement, maintain, and improve data management practices across the UW System.
3. Request resources for projects as needed.
4. Assign projects to workgroups and monitor progress.
5. Resolve competing interests and conflicting requirements for data management practices that cannot be resolved elsewhere.
6. Consult and communicate with Data Management Representatives to inform projects and decisions.
7. Create, review, maintain, and monitor policies required for effective data management.

**Data Management Representatives**

The full Data Management framework includes the Data Management Council as well as a representative from each four-year campus and a representative for the two-year colleges and extensions. Representatives must be a Data Steward designated to implement and report on Data Management Council decisions.

Responsibilities:

1. Advise and inform the Data Management Council on decisions governing data management practices that impact all UW System institutions.
2. Advise and inform the Data Management Council on projects selected to implement, maintain, or improve data management practices.
3. Serve on cross-institutional workgroups.
4. Represent individual institutional needs and interests.
5. Collaborate to resolve conflicting requirements across campuses.
6. Escalate unresolvable conflicting requirements to the Data Management Council.
7. Communicate and disseminate information and decisions back to local institutions.
8. Work with Chancellors to ensure implementation of data management projects and policies.