

DATA GOVERNANCE  
At University at Buffalo  
A Definition and Key Overarching Principles

## DEFINITION

Data Governance is the organizing framework for aligning strategy, defining objectives and establishing policies for enterprise information.

Data governance is distinguished from data management in its focus on decision-rights and policy making for enterprise information rather than the tactical execution of those policies. Data governance aligns information need with university strategy, while data management is a diverse, tools-focused, information management function that enables the tactical, day-to-day execution of data governance policies.

## PURPOSE

The Purpose of data governance at UB is to support the President, Provost, Deans, University Leadership, and the Campus Community in:

- Informing strategic planning for achieving UB2020 and beyond;
- Managing daily educational and institutional operations through evidence-based decision-making;
- Supporting regulatory, accreditation, governing body, community engagement and other reporting requirements.

## GUIDING PRINCIPLES FOR DATA GOVERNANCE

1. **Recognition of Primary Data Sources**- There is a single accepted source and truth for all primary data. These data may exist/originate within the central ERP systems, unit-level created data, or accepted external sources. Data governance will determine the process for establishing recognized primary data sources including definitions, cleansing, and stewardship.
2. **Unambiguous Transformation of Data**- The use of the primary data sources for transformation, analytics and reporting will be governed by a clearly defined procedure including detailed data definition taxonomy, stakeholder vetting/review, and data dictionary posting. A data governance council is responsible for review and approval of these definitions with the Executive Vice President and Provost providing final reconciliation/confirmation as necessary.

3. **Transparency**- Enterprise information is accessible to and intentionally shared within the institution except where consideration of privacy, security or for strategic purposes, requires access limits.
4. **Data Quality, Integrity and Security**- All data governance and management efforts will ensure effective information security protocols are adhered to and appropriate data quality practices are employed.
5. **Systemic and continuous**- Durable and adaptable data governance processes and structures are required to accommodate changing internal and external information sources, decision support needs, and information volume increases.
6. **Feasible**-The design of the data governance plan must be aspirational but achievable with actionable deliverables given existing capacities and competing priorities.
7. **Alignment of data management approaches**- Existing and future data curation efforts and data stewards must be mindful of and align data management around these Guiding Principles.
8. **Evaluative**- There must be continuous broad-based assessment of what technologies work, which do not and what should come next as the result of that assessment.

Approval Signature



Signature

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Date

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