

# Inaugural Functional Data Committee Meeting

January 23, 2020

## Invited

### Membership in charter

Stewart, Michael <[michael.stewart@mga.edu](mailto:michael.stewart@mga.edu)>;  
Matthews, Debra H. <[debra.matthews@mga.edu](mailto:debra.matthews@mga.edu)>;  
Woodham, Margo A. <[margo.woodham@mga.edu](mailto:margo.woodham@mga.edu)>;  
Kirkland, Lee Ann <[leeann.kirkland@mga.edu](mailto:leeann.kirkland@mga.edu)>;  
Gibbons, Michael S. <[michael.gibbons@mga.edu](mailto:michael.gibbons@mga.edu)>;  
Davis, Julie <[julie.davis3@mga.edu](mailto:julie.davis3@mga.edu)>;  
Funches, Amanda N <[amanda.funches@mga.edu](mailto:amanda.funches@mga.edu)>;  
Stanley, Brian <[brian.stanley@mga.edu](mailto:brian.stanley@mga.edu)>;  
Roland, Shane <[shane.roland@mga.edu](mailto:shane.roland@mga.edu)>;  
Mitchell, Dian <[dian.mitchell@mga.edu](mailto:dian.mitchell@mga.edu)>;  
Ardelean, Ron <[ron.ardelean@mga.edu](mailto:ron.ardelean@mga.edu)>;  
Carty, Cheryl S. <[cheryl.carty@mga.edu](mailto:cheryl.carty@mga.edu)>;  
Sims, David S. <[david.sims@mga.edu](mailto:david.sims@mga.edu)>;

Added – after charter draft .Group should consider others. Also possibly Associate Stewards

Crider, Erin <[erin.crider@mga.edu](mailto:erin.crider@mga.edu)>;  
Morgan, Joel P. <[joel.morgan@mga.edu](mailto:joel.morgan@mga.edu)>;  
Waters, Josh E. [josh.waters@mga.edu](mailto:josh.waters@mga.edu)

Cabinet Member invited to meeting as executive BPM Project co-sponsor with Michael Gibbons

Dixon, Roger <[roger.dixon@mga.edu](mailto:roger.dixon@mga.edu)>;

## Agenda

1. Functional Data Committee Meeting (Monthly 1/23)
  - a. Overview BPM Initiative
  - b. Charge and Charter
  - c. Data Governance Framework
  - d. Organization (Chair etc)
  - e. Composition (New Members and Assistant/Assoc Data Stewards)
  - f. Archiving of Policy /Procedures
  - g. Update on Tier 1 (Tsavatewa)
  - h. Items for Discussion (Recommendations to Cabinet)
    - i. Chief Privacy Officer – (Reg)
    - ii. HIPAA Privacy Office (SA)
    - iii. Chief Data Officer (IR)
    - iv. Data Protection Officer (GDPR)
  - i. Update on New Policies Under Review
  - j. Proposal of New Research Policy
  - k. Discussion/Update Privacy Standard (Joel Morgan)
  - l. Discussion/Update HIPAA Procedure (Josh/Michael)
  - m. Discussion/Update FERPA Procedure (Diane Mitchell)
  - n. Discussion/Update Data Classification Standard (Joel Morgan)
  - o. Update on Data Systems Inventory and Access