



## DATA GOVERNANCE BOARD

### **Purpose of the board**

The role of the Data Governance Committee is to develop and maintain university-wide standards to manage the recording of and access to university data, and to promote a proactive approach to data quality and security.

### **Responsibilities:**

The data governance model we adopt must have an over-arching body or board that has responsibility for overseeing the framework. The board will typically act to:

- Define or ratify a set of rules in the form of policies, standards, requirements, guidelines, or data definitions
- Be a point of escalation for data issues
- Address non-conformance issues
- Resolve data issues or identified overlaps in processes, policies, standards, definitions
- Receive and monitor reports on data quality and compliance
- Oversee signoff of returns to the Office for Students and the Higher Education Statistics Agency
- Establish and maintain an operating model for all data
- Promote the data governance agenda and ensure enterprise-wide adoption

### **Composition:**

Registrar (Chair)

Deputy Registrar or Nominee

Planning Manager

Director of Academic Resources

Head of Admissions

Head of Quality

Head of IT

Deputy Registrar

Student Support Manager



Head of Digital Experience and Analytics

Data Protection Officer

Insight and Proposition Development Manager

Director of Student Experience

CRM Manager

**Frequency of meetings**

The board will meet on a quarterly basis or on occasion of exceptional business.

**Decisions**

Decisions will typically be made by consensus, or where a consensus cannot be reached a majority vote will determine the outcome.

**Quorum**

The quorum is 50% of the board membership.

**Last approved by Academic Board: September 2020**