



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
- Maintain clear lines of accountability for data
- 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, prioritise and maintain an operating model for all data
- Promote the data governance agenda and ensure enterprise-wide adoption

Composition:

Registrar (Chair)

Academic Registrar or Nominee

Planning Manager

Chief Financial Officer or Nominee

Head of IT (Deputy Chair)

Head of Digital Solutions

Data Architect

IT Project Manager(s)



Data Protection Officer

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 2021