



## **Terms of Reference**

### **CSU Data Governance Committee**

November 2005  
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## DATA GOVERNANCE COMMITTEE (DGC)

### 1. Established

The DGC was established by Executive Director, IT on 13 October 2005

### 2. MEMBERSHIP:

Executive Director, Division of Information technology  
Director, Division of Human resources;  
Director, Division of Financial Services;  
Business Manager, Division of Facilities Management  
Student Systems Manager, Student Administration;  
Director, Planning and Audit  
Academic Secretary, Academic Secretariat  
Director, Learning Materials Centre, Division of Information technology  
Director, Information Mgmt Centre, Division of Information technology

Right of Audience and Debate  
Information Architect

### 3. TERMS OF REFERENCE

*The DGC has the responsibility of ensuring the means by which data assets are defined, controlled, used and communicated for the benefit of CSU<sup>1</sup>.*

In the near to medium term, the committee's focus will be on prioritising and addressing issues around current data assets that are limiting the population and improvement of an enterprise **Master Data repository**.

The issues to be addressed will include

- Competing sources of data
- Currency & applicability of data
- Inconsistent data formats
- Data stewardship
- Inconsistent definitions
- Multiple sources of data

Specifically the DGC will:

- Determine on data ownership issues
- Determine data definition issues
- Approve definition around enterprise data
- Prioritise the order for resolution of identified data definition and ownership issues
- Raise issues associated with
- Raise for resolution issues of data access and control
- Oversee the development for formal approval by others of a data management policy

In longer term, the committee will act as an approver of additions, deletions and changes to the enterprise **Master Data repository**. And ensuring the impact of these changes are considered and communicated by a suitable means

The committee will play a key role in educating, communicating and promoting the importance of good data asset management throughout CSU and will be supported by an Information Architect from within the Division of IT.

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<sup>1</sup> \* Adapted from Doll Martin Associates