

Data Management Council  
Boise and Video Conference  
August 9, 2011  
MINUTES

Attendance in Boise

**John Romero, Joyce Popp, Linda Clark, Scott Grothe, Steve Grantham, Vera McCrink; Absent: Devan DeLashmutt, Ken Edmunds, Susan Simmons, Tami Haft**

Attendance remotely

**Ann Lewis, Archie George, Georgeanne Griffith, Andy Mehl**

1. Update from Andy on vendor issues  
**Andy has engaged a vendor with two sources, one is working on the file transfer process, and the other is working on the database build, etc. on the SDE server. Andy estimates that within the next two weeks we can work with test tables.**
2. Update from Andy on other topics  
**Andy mentioned that there is discussion at the Board level on the Council's authority. The Board will be able to look further into it at the executive session at the next Board meeting.**
3. Update from Andy on the EDUID process  
**Andy talked to a couple institutions recently and has been working with them on the EDUID. The unresolved ones for LCSC have been resolved by Linda. Andy showed the EDUID process to the Council to help them understand it better. Andy will continue to work with the Registrars.**
4. Access and Security Policy/Data Access and Use Policy  
**There was a lot of discussion about the process as well as the four levels:**
  - **Level one, an individual could be identified**
  - **Level two, with some work an individual could be identified**
  - **Level three, doesn't include demographics that would identify an individual**
  - **Level four, are those pre-approved, published and possibly already on a web site reports****Andy and Scott are assigned the task of revising the policy based on this discussion. Ann will send discussion notes to Andy and Scott to help with their rewrite.**

Initial agenda items for the August 9 meeting

1. **Review the Access & Security Policy and the DAUP Policy; look at possibly combining the two policies**
2. **Look at different roles that will need access; define those roles**
3. **Review data quality standards**
4. **Review data dictionary (Andy will send the latest version to the Council)**