Attendance
Andy Mehl, Joyce Popp, Leah Schultz, Scott Grothe, Vera McCrink; Absent: Devan DeLashmutt, GeorgeAnne Griffith, Jeanie Meholchick, Ken Edmunds, John Romero

Attendance remotely
Ann Lewis, Archie George, Linda Clark, Tami Haft

New Data Management Council website
http://www.boardofed.idaho.gov/research_stats/data_managment_council.asp

Document Library

File name	Document Title	Finalized
'data_quality_management_and_standards_line 02232012'	SLDS Data Quality Management & Standards	
'Idaho State Board of Education Governing Policies and ProceduresLine 02232012'	Idaho State Board of Education - Data Management Council GOVERNING POLICIES AND PROCEDURES SECTION: BYLAWS August 2011	YES
'osbeconfidentialitycurrent employee 02232012'	CONFIDENTIALITY AGREEMENT [For current employees]	
'osbeconfidentialitynewhire 02232012'	CONFIDENTIALITY AGREEMENT [For new hires]	
'Security Access Draft 02232012'	DATA MANAGEMENT COUNCIL ACCESS & SECURITY POLICY	

1. Next onsite meeting – set agendas

    The Council discussed the agendas for the next FF meetings in Boise/Meridian. The Tuesday meetings include a joint one hour meeting with Institutional Researchers (IR's) and the Registrars, plus a longer joint meeting with just the IR's.

    Tentative agenda for Wednesday @ Meridian:

    1. **Data Quality Document**
    2. **Reports - what will come out of the SLDS**
    3. **K-12 - share the reports/work that they do and the process for uploading etc. (Linda will make her folks available)**
    4. **Finalize all documents**

Dated: 03/18/2012

2. Data request form – first look
   Scott presented his draft of the data request form for first review by the Council. Leah will help with this project.

3. 'Get the word out'
   The Council discussed the need to let school districts know the status of the SLDS project. One idea was to have a 'P-20 data day' or possibly join in on an existing conference.

4. Data quality standards
   The Council had initial discussions on the form. There was a lot of discussion on how to handle data nuances.

5. Confidentiality agreements - status
   Andy reported that the two documents were sent to the lawyer and will likely go through without any problems.

6. SLDS/WICHE update
   Andy reported on the status of SLDS/WICHE.   The CIP table is being worked on for the SLDS project. The WICHE project is proceeding with a finalized template. The MOA has been signed by the SBOE and is waiting on DOL to sign it.

7. Human Subjects Research
   This question came up because of the WICHE project which requires student unit record data. Andy asked the WICHE folks about it but had not heard back from them yet.

Dated: 03/18/2012