



# COLLEGE POLICY

**POLICY NUMBER:** 6101-A  
**DATE APPROVED:** September 30, 2019  
**POLICY TYPE:** Institutional Learning & Effectiveness  
**POLICY TITLE:** Data Governance Policy  
**RESPONSIBLE ASSOC. /VICE PRESIDENT:** The Vice President of Institutional Learning & Effectiveness.

**POLICY PURPOSE:**

College data are institutional assets maintained to support Madison Area Technical College's central mission of providing open access to quality higher education that fosters lifelong learning and success within our diverse communities. From college-wide strategic plans, to schools and departments deciding on course offerings, to creating and assessing the many services that support the development and growth of both students and employees, data is an increasingly integral part of institutional effectiveness, continuous improvement, and student success.

As a result, the college supports employees to effectively utilize data. This requires college-wide data governance to:

1. Promote shared understanding of data terms and analysis
2. Determine clear role-specific responsibility for timely and accurate data
3. Ensure data integrity and security
4. Maintain consistent and transparent use of data at all levels
5. Assess the effectiveness of data driven decision making

**POLICY:**

To support an evidence-based culture Madison College will create and maintain a standing cross-college data governance board that will act in an interest based manner to determine policies and procedures related to:

- Data Ownership
- Data Roles for Individuals and Units
- Data Retention & Archives
- Data Quality Assurance Validation
- Data Privacy
- Other college-wide data issues

**DEFINITIONS:**

College Data - data elements necessary and relevant to the operations, planning reporting or management of any Madison Area Technical College unit.