

DATA GOVERNANCE

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What is Data Governance

- **Wikipedia**

Data governance encompasses the people, processes and procedures required to create a consistent enterprise view of a organization's data in order to:

- Increase consistency & confidence in decision making
- Decrease the risk of regulatory fines
- Improve data security
- Maximize the income generation potential of data

What's in place to support Data Governance

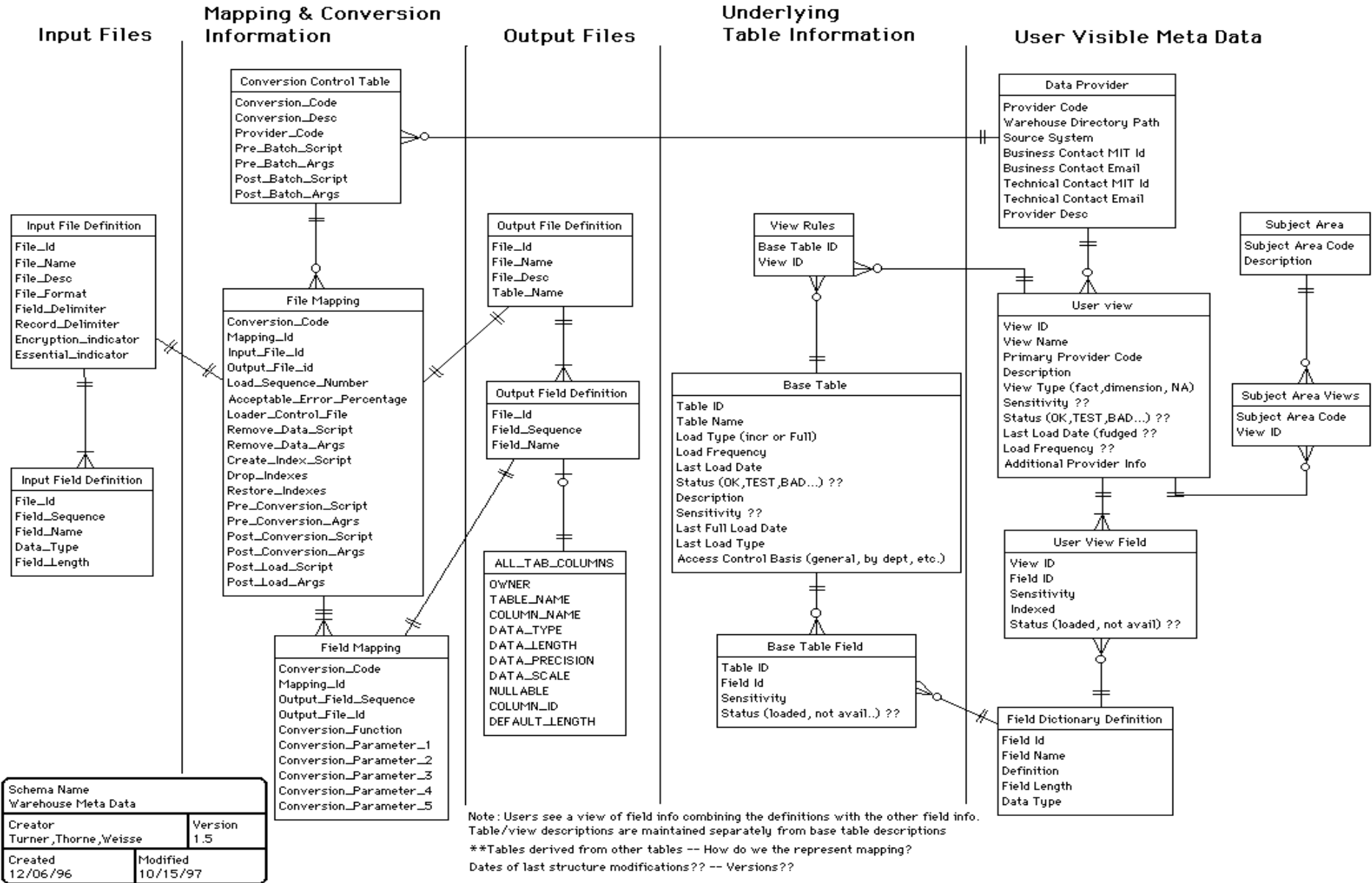
- Data Warehouse
- Roles Database
- MIT ID Database
- Master Department Hierarchy

- ASPCC – Administrative Systems and Policies Coordinating Council
- IT SPARCC – Information Technology Strategic Planning and Resources Coordinating Council
- ITAG – Information Technology Architecture Group
- TRB – The Technology Review Board
- DRS – Data and Reporting Services

Data Warehouse

- Read only
- Integrated reporting
- Institute wide
- Multiple subject areas
- Varied modes of access
- Hub for data extraction by other systems via multiple mechanisms
- Agreed upon metadata for all data subjects
- Identified business owner & data custodian/steward for all data

Warehouse Meta Data



What data are available

- Alumni
- Benefits (SAP/HR)
- Course Catalog
- Master Department Hierarchy (and other hierarchies)
- EHS (SAP/EHS) & EHS Training System
- Facilities/Plant Maintenance Orders (SAP)
- Financial (SAP)
- Financial Aid
- Fund data (Resource Development)
- Graduate Admissions
- Graduate Awards
- HR (Employees, Positions, & Appointments)
(SAP/HR & Cyborg)
- Instructor
- Kerberos
- Keys
- Libraries (Financials, Orders, Circulations,
Collection Management, Serials Control,
processing)
- Metadata (Table, view, & field definitions;
data models; report templates)
- MIT Card - Pictures
- MIT ID
- Nimbus (budget data)
- OSP Award & Proposal (COEUS)
- Payroll (SAP/Payroll)
- Person data
- Pre-registration
- Procurement
(Purchasing, Requisition &
Credit Card) (SAP)
- Roles /Authorization
- Space
- Student Biographic
- Student Degree
- Student Term Enrollment
- Subject / Course Enrollment
- Telephone Detail (ice 9)
- Undergrad Admissions
- Vacation/Absences/Leaves (SAP/HR)
- Web Statistical Data

Master Department Hierarchy

- Support cross-domain reporting and authorizations
- Tracking and integrating "department-like objects" in various systems
 - HR org units
 - Financial Funds Centers and Profit Centers
 - Student Systems organizations
 - Others
- A hierarchical representation of departments, laboratories, and centers (DLC's).
- A table showing details on each DLC, including long-name, short-name, and a list of links to other "department-like objects" in HR, financial systems, and Student Systems.
- Decision makers - Executive VP and Provost (or designees)

Roles Database

- Provide a consistent way to store and maintain people's authorizations for Institute systems / applications
- Define authorizations or roles in understandable business terminology
- Define authorizations as three-part entities:
Person *can do* **Function** *for* **Qualifier**(who)(what)(where)
- Departments, laboratories, and Centers are able to maintain authorizations to their data
- Access by API, web application, or desktop application

MITID Database

- Establish a unique identifier for a single individual to associate related records across multiple Institute systems
- Provide authorized lookup and assignment of MIT IDs
 - By first and last names
 - By SSN
 - By Date of Birth
- Does not display or reveal SSN
- Randomly assigned number with no implied meaning / not used for authentication
- Access by API or web application.
- Access restricted to authorized users

Related Documents

- ITAG - Information Technology Architecture Group - Policies and Standards

<http://web.mit.edu/itag/policies.html>

Policy for Sensitive Data as applied to Departmental / Local Databases

<http://web.mit.edu/itag/policies/sensitive-data.pdf>

Guidelines on data (ownership, privacy, custodianship, consistency, timeliness, transfer

<http://web.mit.edu/itag/guidelines/data.html>

Guidelines on identity & Authorization (ownership, privacy, custodianship, consistency, timeliness, transfer

<http://web.mit.edu/itag/guidelines/identity.html>

- Student Information Policies

<http://web.mit.edu/policies/sip/>

Government Regulations

- FERPA - The Family Education Rights and Privacy Act
 - MIT Student Information Policy

- HIPPA - Health Insurance Portability and Accountability Act

Where we could improve

- Archival rules
- Centralized hosting of local databases
- More data to classify
- Understand what data is kept locally and for what purpose
- Real-time availability of data
- Security – desktops / laptops
- Appropriate use of data
 - Example – Use of MIT Id vs. SSN
- Identify all Systems of Record