

**Minutes**  
**Data Governance Committee**  
**January 22, 2021**  
**11:00am, BOR Mini Conference**

**Members Present:**

Cheryl Vila                      John Villafania                      Sali Andrike                      Angelina Laaw

**Agenda:**

- Review and Approval of Nov. 20, 2020 Minutes
- Review of Post-Secondary Staff

**Minutes:**

1. Meeting called to order at 11:10am
2. Review and Approval of Nov. 20, 2020 Minutes
  - No comments
  - Motion to Approve by Sali Andrike, second by John Villafania. Motion passed.
3. Review of Post-Secondary Staff
  - Yellow highlight – unsure if it is applicable
  - Red highlight – considering to delete
    - Generation code, keep
    - Other names, delete
    - Other name:Alias, HR has a field in the new system
    - Address, to change according to the agreed address format by DGC
    - Sex, change “not selected” to “Other” (Only M, F, Other)
    - Demographic-US citizenship status, keep
    - Contract length option set, only Adjunct and 10 month
    - Faculty status-to change according to HR Manual but the faculty categories in the manual doesn't include non-instructional  
Note: Need to verify if the terms is what we use in the contract
    - Academic rank-we don't have because everyone is ranked as Instructors, delete
    - Standard Occupational classification, keep
    - Standard Occupation category, keep
    - Instruction Credit Type, delete
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4. Announcement by Cheryl Vila
  - Everyone is required to attend the January 30, 2021 Retreat
5. Meeting is adjourned at 12:11pm.