Executive Data Council
Membership and Charter
2025

Purpose

The purpose of the Executive Data Council, formed in March 2020, is to share information and establish common business practices where feasible to ensure that Purdue West Lafayette institutional information is made reliable, accurate, and available to those with authorized access; interpreted consistently across the university; reported appropriately and reliably to external agencies and constituents; and optimized to enable the strategic use of data.

The Council evaluates input received from key campus data stewards and cross-institutional data domain advisory committees.

The Council is a decision-making group, ensuring data governance adoption and engagement across the system. It is responsible for assessing and prioritizing data issues for resolution, resolving cross-functional issues, and ensuring that resources are available as needed.

The Council is responsible for collective decision-making around substantive changes to organizational data collection, maintenance, access, and use within their functional area. Information about functional area changes should be shared with the Council via email, Teams, or meeting agenda items.

Structure and Membership

The vice provost for faculty affairs serves as chair.

Membership is comprised of executive and senior level positions considered to be the key data leads at the university.

Four data governance committees are in place, each with objectives and responsibilities overseen by the Council. The chairs of each committee participate in Executive Data Council meetings.
1. Data Ethics
2. Data Stewards
3. Quality Data Experience
4. Training & Communication

This is a system-wide, cross-functional council.

Schedule
The Executive Data Council will meet quarterly, or more frequently as necessary.

EDC Member Responsibilities

Responsibility	Executive Lead	Data Lead	Data Gov Committee Chair
Share topics and ensure alignment and prioritization that impact multiple functional areas. Includes changes to systems, infrastructure, tool selection, licensing, 'master' data fields and major and strategic initiatives requiring substantive changes[1].	x	x	
Ensure institutional metadata is recorded, managed, and utilized within a central repository[2].	x	x	
Charge groups to establish standard definitions for key institutional data to promote consistency and accuracy. Definitions stored in central repository (Data Cookbook unless a higher level of security is deemed necessary).	x		
Assess, prioritize, make decisions on key data issues, includes resolution of cross-functional issues.	x		
Improve data quality and consistency throughout the organization.	x	x	
Ensure functional area resources are available as needed.	x		
Share expertise on topics being discussed, provide solution options, provide additional research.		x	
Improve data quality and consistency throughout the organization.	x	x	
Provide direction to data governance committee.			x
Collaborate with other data governance committee chairs.			x
Ensure the execution of the committee's goals, responsibilities.			x
Ensure agendas, summaries, working docs are recorded in the appropriate Teams channel.			x
Share data governance committee progress, resource constraints, changes to timelines during Council meetings			x

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[1] Examples of topics to be brought to the Executive Data Council:
- o Systems and initiatives being implemented, deprecated
  - o Purdue Indianapolis
  - o Banner ODS reporting database
- o Institutionally supported data tools and their licensing structure
- o Organizational structure and name changes across data systems
- o Master data changes such as federal race/ethnicity collection, reporting

[2] Central repository for metadata is Data Cookbook

IDA+A support
- The IDA+A senior director/chief data officer assists the EDC chair with the Council's operations.
- The Council and Committees are supported by IDA+A's data governance team, who will:
  - Ensure cross-representation on all committees
  - Lead Chairs meetings
  - Maintain documentation and a shared working space
  - Schedule meetings
  - Communicate regular committee and project work updates to EDC

Data Governance Committee Chairs

Data Ethics		
Chair 1	Principle Data Scientist; IDA+A	Role-based, permanent
Chair 2	Director, Artificial Intelligence; IT	Role-based, permanent
Data Stewards		
Chair 1	CISO Staff Member	Org-based, rotating as desired
Chair 2	Anyone	Voluntary, rotating 2-years
Quality Data Experience		
Chair 1	Director, Analytics; IDA+A	Role-based, permanent
Chair 2	Anyone	Voluntary, rotating 2-years
Training and Communication		
Chair 1	Senior Organizational Development Specialist; HR Organizational Effectiveness	Role-based, permanent
Chair 2	Functional-area representative with training/communication job responsibilities	Voluntary, rotating 2-years