

Arizona Data Governance Commission
Minutes of the meeting
Friday, October 17, 2014
Arizona Department of Education (ADE)
Conference Room 409
10:00 AM

Members Present

Mark Masterson	Michele Norin (Acting Chair)
Jeffery Billings*	Rod Lenniger*
Fred Estrella*	Gordon Wishon*
Josh Allen*	Dean Farar*
Edward Kelty**	

*Present by Phone

**Arrived late by Phone

Members Not Present

Patrick Burns	Rick Ogston
Rick Krug	Aaron Hale
Aaron Sandeen	Edward Kelty

Staff

Chris Kotterman, Deputy Director of Policy Development and Government Relations, ADE
Aiden Fleming, Legislative Associate, ADE

Welcome and Introduction

Acting Chairman Michelle Norin called the meeting to order at 10:15 a.m.

Members Report

Mark Masterson, updated The Commission on the Arizona Department of Education's activity—specifically, building better communication between K-12 and post-secondary. Using a 'continuity plan,' ADE is working with the State Universities and Board of Regents to sign an initial memorandum of understanding.

Member Billings volunteered to take-part to better represent K-12 districts data needs in addition to ADE.

Shyam Sunder: NIST Security Framework

Shyam Sunder, Chief Information Security Officer and Head of Production Services, spoke about the National Institute of Standards and Technology (NIST) security framework. Mr. Sunder then explained the six steps of the NIST framework.

Acting Chair, Ms. Michele Norin, stated that the framework is all about compromising and would love to bridge the gap between K-12 and post-secondary schooling. Ms. Norin also described the need for such a presentation to give members a refresher in agency security protocols and to show the improvements from the old framework.

Mr. Shyam Sunder agreed to its importance and clarified that the six steps are a very high level view that ultimately direct 300 different security controls written in a 500 page manual.

Legislative Update

Chris Kotterman, Deputy Director of Policy Development and Government Relations, presented the past sessions' legislative update to the committee members. After reviewing the changes, Mr. Kotterman went over the Data Governance Commission Statutory Goals which included the main purpose, providing the framework for data going forward.

Mr. Kotterman continued to discuss the new goals which would establish a data inventory that makes the information schools may keep about students, available to the ADE. Mr. Kotterman noted that not every ADE employee would have access to this, only high level employees which are directly working with the specified data. Department personnel who don't have business using the data for their area will not have access.

Mr. Mark Masterson held that fields, published in a 'data dictionary' should be available to the public, so they can know what information the school districts are holding. Mr. Jeffery Billings asked 'why they would be made public?' Mr. Masterson replied it would remove argument about the skepticism parents have about 'personal Information' and would relieve parents.

Ms. Michele Norin asked a question about the bill legislation, specifically to remove the word dictionary from the bill because it is too vague and not concise enough but to replace it with data inventory instead. She also suggested implementing language that follows the best practice by relevant federal and state organizations because it gives the public the opportunity to decide relevance.

Mr. Mark Masterson questioned if the data delivered from districts to ADE should include a students' past behavior issues, to prevent future dangers from happening or to know how to properly assist the student in the right direction.

Mr. Chris Kotterman stated that it could work against a student because once a student is branded as a having a history with the police it will travel with them and create a labeling issue. It is all a question of what the stakeholders want replied Mr. Chris Kotterman.

Ultimately, after additional discussion—members suggested multiple changes to the wording of the proposed legislation to act in the better interests of security and privacy. Mr. Kotterman stated he would have the changes completed and present again at the next DGC meeting for approval.

Chairman Norin closed the agenda item and tabled The School Readiness Plan Update for the January meeting.

Statewide Educational Data and Plan

Dr. Rebecca Bolnick, Chief Data Officer, went over a yearly overview of data management at ADE. More precisely, she explained what we mean by data.

She referred to data as any information that is gathered from schools that will need to be approved. She explained that ADE usually has to ask schools for data anywhere from 230 to 250 times a year and, through improved data management, should be brought down to only a few times a year.

Dr. Rebecca Bolnick continued with the goals of data governance at ADE going forward, which included enabling better decision making for ADE and K-12 education stakeholders, improve efficiency, champion the needs of data stakeholders, and ensure the security and privacy of students as well as teachers data. Dr. Rebecca Bolnick explained the organizational structure of data governance, with a data governance council that is coming soon.

Dr. Rebecca Bolnick, continuing to elaborate of the implementation of more efficient data governance, explained that work groups meeting to address specific issues would be vital. The work groups would go over issues such as creating a master list of data collections, aligning data processing across multiple divisions and publishing annual calendar.

Chairman Norin and the committee members present unanimously approved with Dr. Rebecca Bolnick's agenda moving forward.

School Readiness Plan Update

Chairman Norin and the council members present agreed to postpone item until next meeting because of the time shortage.

Nomination and Election of New Chairman

Aiden Fleming, Legislative Liaison, explained the need for the election of a new chairman with the departure of former chairman Hibbs. Acting-Chair Norin was nominated by Mark Masterson and seconded by Jeff Billings as permanent chair. Chairman Norin received a unanimous voice vote. Mark Masterson stated he would be willing to serve as vice-chair, was seconded by Jeff Billings and received a unanimous voice vote.

Call to Public

No requests were received.

Adjourn

Chairman Norin adjourned the meeting at 12:03PM.