

Casper College

Casper College Data Governance Guiding Principles

We recognize the importance of data in making effective and timely decisions. We, therefore, seek to make data available as easily and widely as possible while at the same time recognizing the importance of protecting highly sensitive or personal data. To achieve this, we will:

1. Presume trust of those authorized with access to a set of data (i.e., faculty, staff, student).
2. Not restrict access due to concern of misinterpretation or discovery of inaccurate or incomplete data.
3. Impose tight restrictions only when there is clear risk of significant harm to the College. (Drama != Damage)
4. Require and periodically renew acknowledgment and agreement with appropriate use policies.
5. Provide appropriate training and require, where applicable, certification.
6. Ensure that all data processes are well-documented, reproducible, and transparent.
7. Monitor and audit access to information to ensure continued compliance and effective stewardship.
8. Monitor and audit data processes to ensure integrity and efficiency of data workflows.
9. Require that information gathered and analyzed for consumption by audiences outside of the College be vetted with appropriate stakeholders.
10. Ensure that the need for restricted-access, personally identifiable information associated with individual students is based on legitimate educational interest.
11. In general, make data that is available from other public sources accessible without restriction to all in the College community.