



THE UNIVERSITY
OF QUEENSLAND
AUSTRALIA

CREATE CHANGE

Information Leader induction

Data Strategy & Governance - ITS

Handbook content

- Context
- Roles and responsibilities
- Information domains
- What to expect
- About us

Objective

To provide an introduction to data governance at UQ, and an overview of your responsibilities as an Information Leader.

Context



UQ's data transformation journey

“UQ's information is a **core strategic asset** that can be leveraged to deliver value. As the quantity and value of data grows, IT must continue to **develop a modern and proactive information management capability**.

In the **next three years**, our information management approach must ensure the **quality, reliability and integrity** of UQ's information, so that it can be **appropriately used to gain insights, make decisions and deliver value** for the University.”



Daily life at UQ is increasingly data-centric

To maximise this potential, we need high-quality and reliable data. This is why we are continuing to invest in our data capabilities, to ensure it can be used to deliver value to the University, whilst upholding the highest ethical and privacy standards.

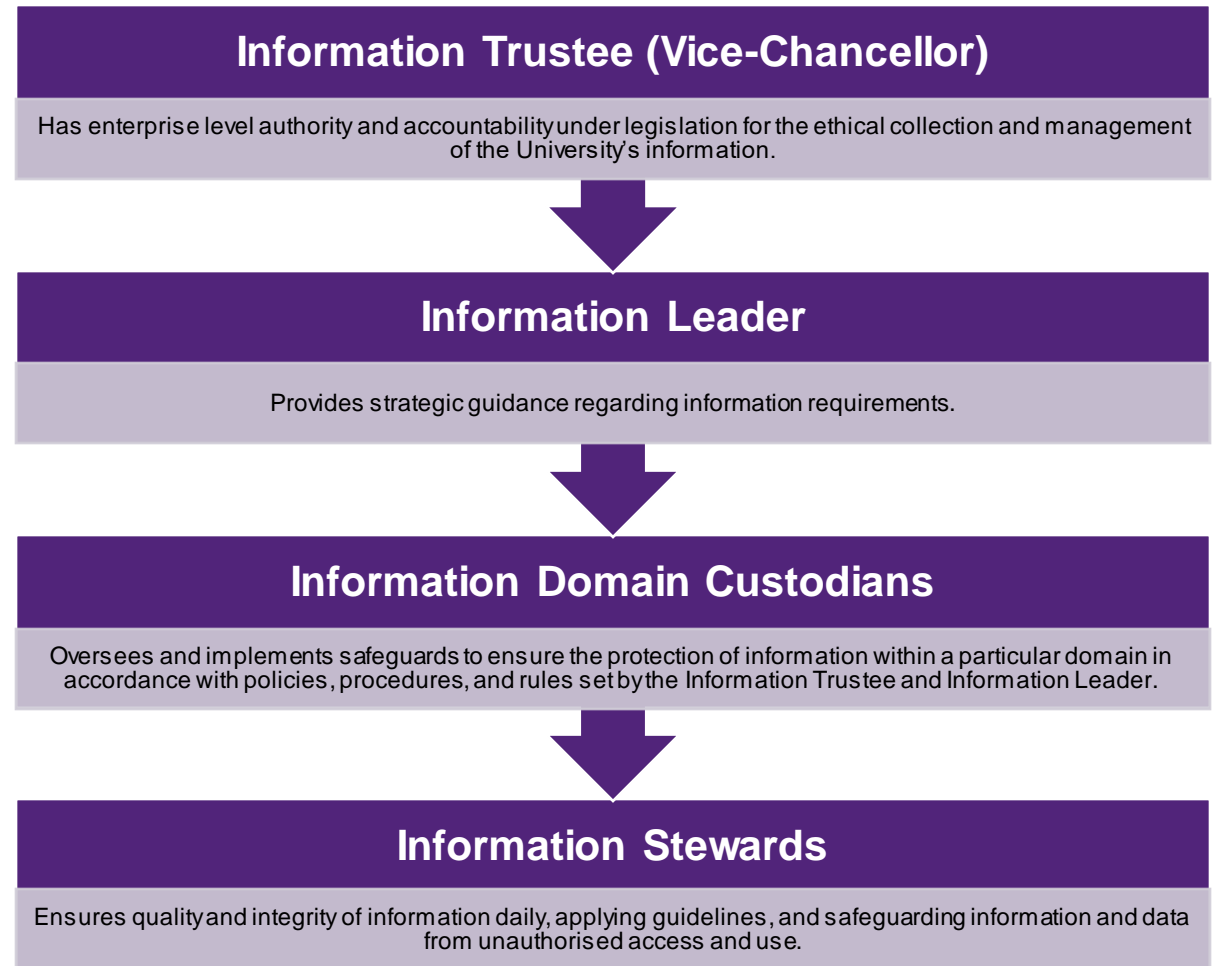


Roles & responsibilities



Decision rights for data at UQ

Data Governance defines the roles and responsibilities, decision rights and controls, and processes used to manage UQ's data and information.



Your role as Information Leader

Provides strategic guidance regarding information requirements



Direction

Provide strategic direction regarding governance and use of data.



Champion

Champion data governance and related initiatives to improve quality and security of data.



Culture change

Promote training, awareness and change in behaviours to improve data.



Enable

Enable a data and digital literate community.

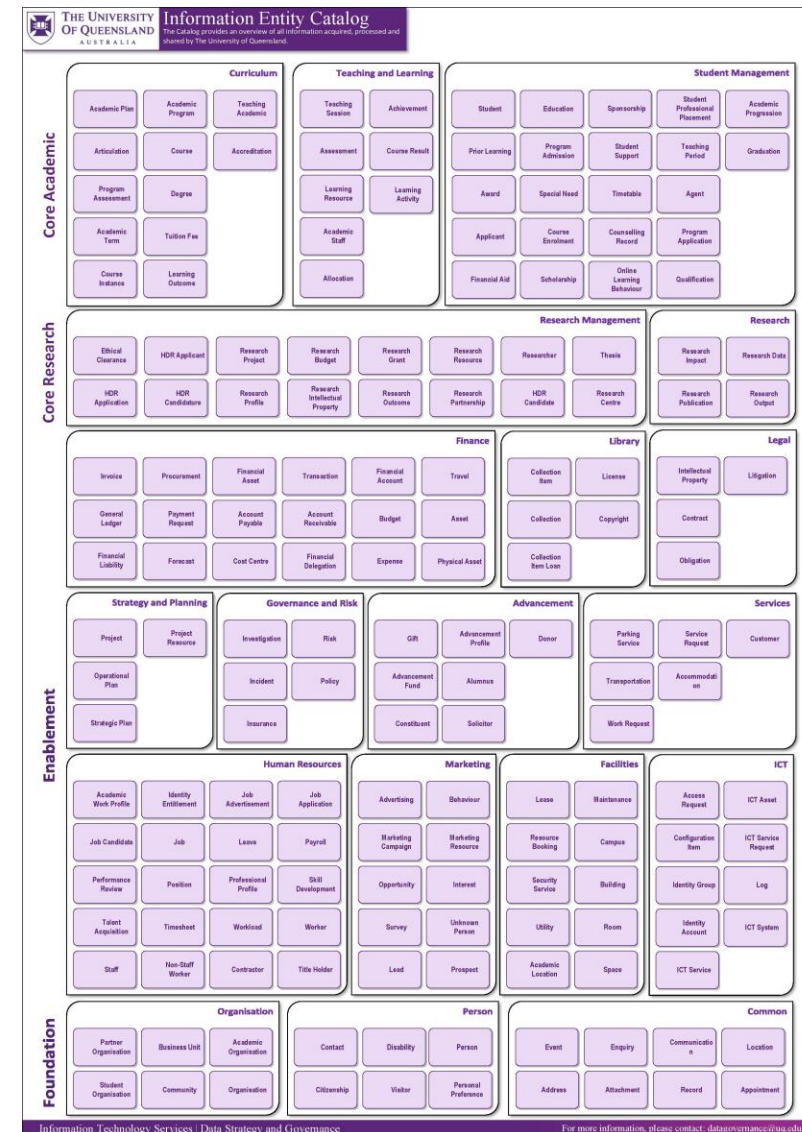
Information Domains



Information Domain

UQ manages a vast amount of data and information. To organise and categorise this better, UQ has broken this down into 'information domains'.

An Information Domain is a broad category or theme under which UQ information can be identified and managed.



Endorsing Information Domain Custodians

Although information governance roles should be chosen independently of UQ's organisational structure, the recommendations for Information Domain Custodians of information domains outlined here, will reflect a natural fit to our organisational leadership structure.

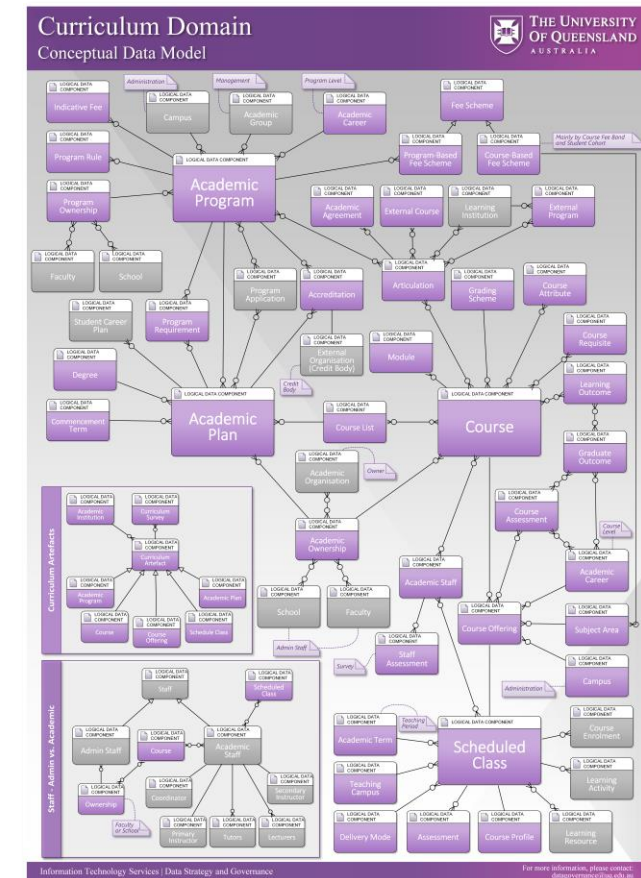
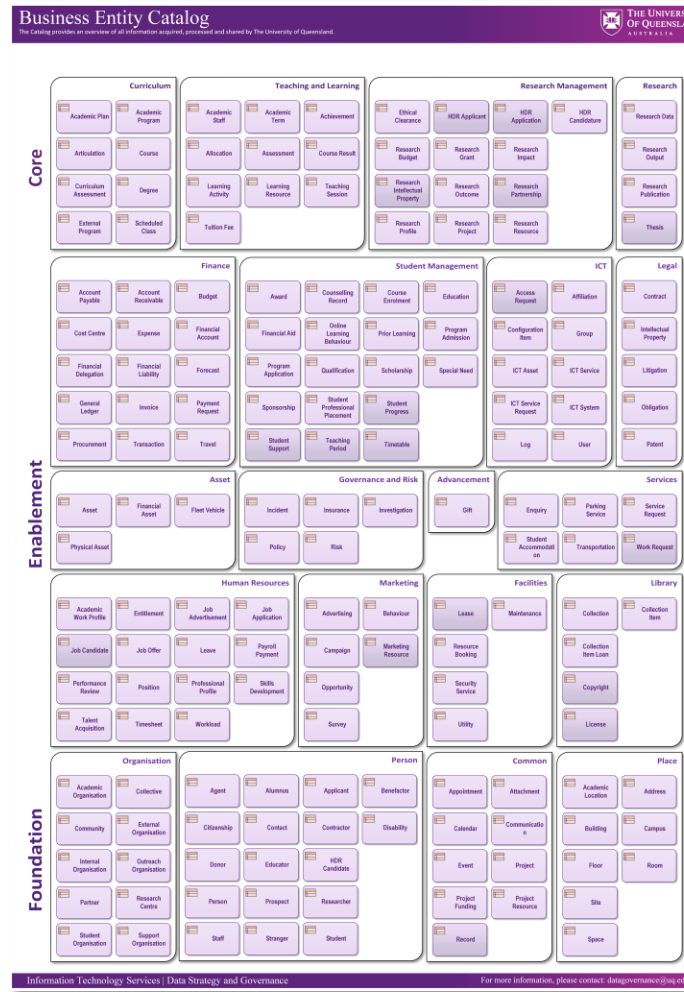
Information Domain	Information Domain Custodian
Facilities	Director, Property and Facilities
Finance	Chief Financial Officer
Governance and Risk	Director, Governance and Risk
Human Resources	Chief Human Resources Officer
ICT	Chief Information Officer
Legal	General Counsel
Marketing	Chief Marketing and Communications Officer
Services	Chief Information Officer
Common	Chief Information Officer
Organisation	Chief Information Officer
Person	Chief Information Officer

What to expect



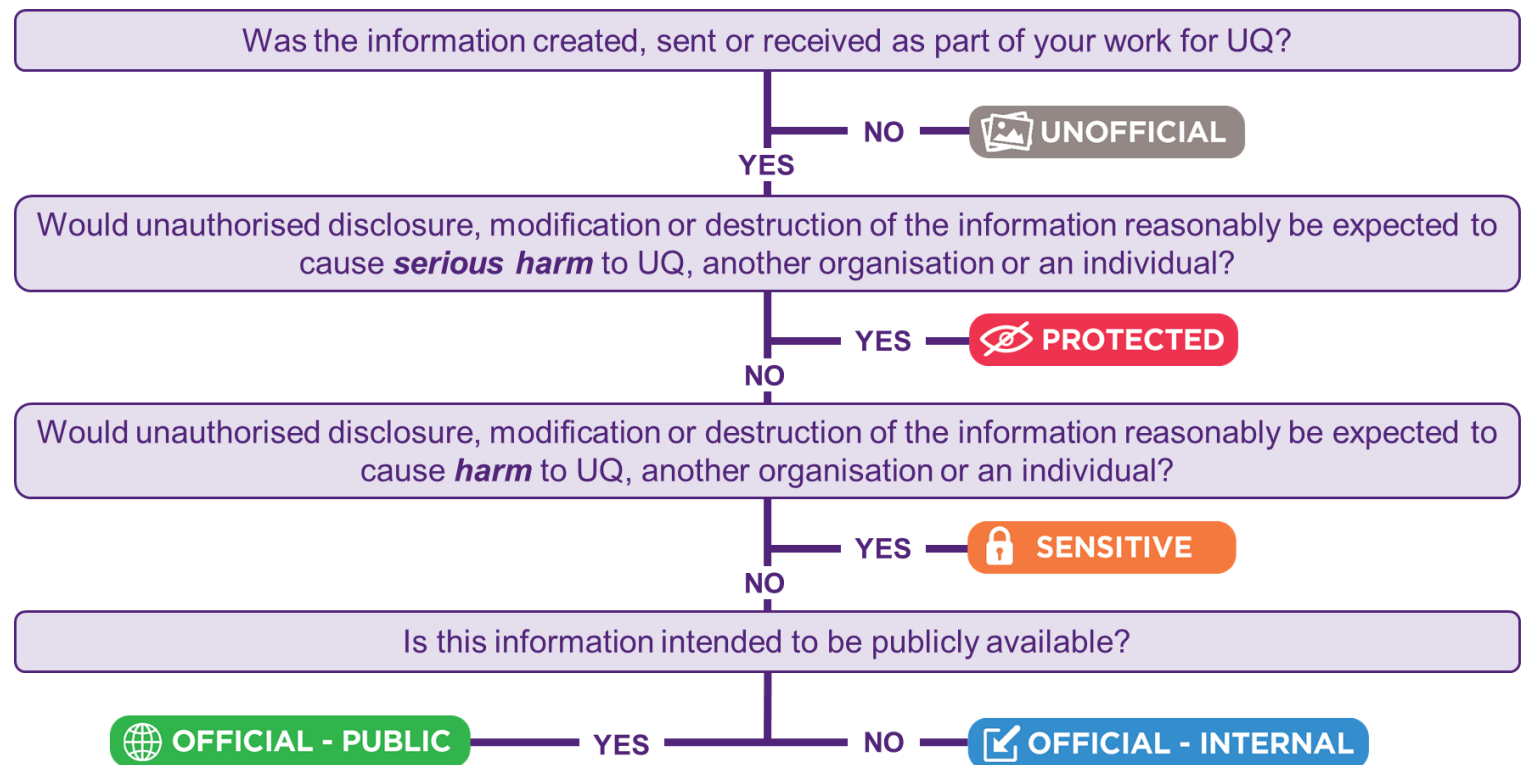
Data modelling

Data models are visual representations of either a whole information system or parts of it to communicate connections between data points and structures. The objective is to illustrate the types of data that is collected, stored, and used within the system, the relationships among these data types, the ways the data can be grouped and organised and its formats and attributes.



Information security classifications

Information security classifications are designed to categorise UQ's information assets (physical or digital) based on its confidentiality, availability and integrity needs. A holistic, risk-based approach will consider the impact a compromise to the information asset might have on the University's broader profile.



Data sharing agreements

The Data Sharing Agreement is a form that details requests for UQ data, and is used between Information Consumers (who request the data) and Information Stewards (who review the request for data).



Interview with Dr Greg Winslett, a regularly user of the Data Sharing Agreements.

Office of the Chief Operating Officer
ITS Data Strategy and Governance

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UQ Corporate Data Sharing Agreement

Data Sharing Agreements are being trialled within ITS Data and Identity Services for all corporate data sharing at The University of Queensland (UQ), both internal and external. This includes data from systems and platforms used to support UQ's administration, teaching and learning, and research administration.

The ITS Data Strategy and Governance Team will maintain a register of Data Sharing Agreements. If you need any help completing this form, please contact the ITS Data Governance and Strategy Team by e-mail ([HYPERLINK "mailto:datagovernance@uq.edu.au"](mailto:datagovernance@uq.edu.au)).

Requester details

Full name	Click or tap here to enter text.		
Position title	Click or tap here to enter text.		
UQ username	Click or tap here to enter text.		
Email address	Click or tap here to enter text.		
Date of request	Click or tap to enter a date.		

For ITS use only

Unique ID	Click or tap here to enter text.	Version	Click or tap here to enter text.
Request received on	Click or tap to enter a date.		

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Data ethics

Data ethics is concerned with the moral standards applied, and assessments made when working with data.

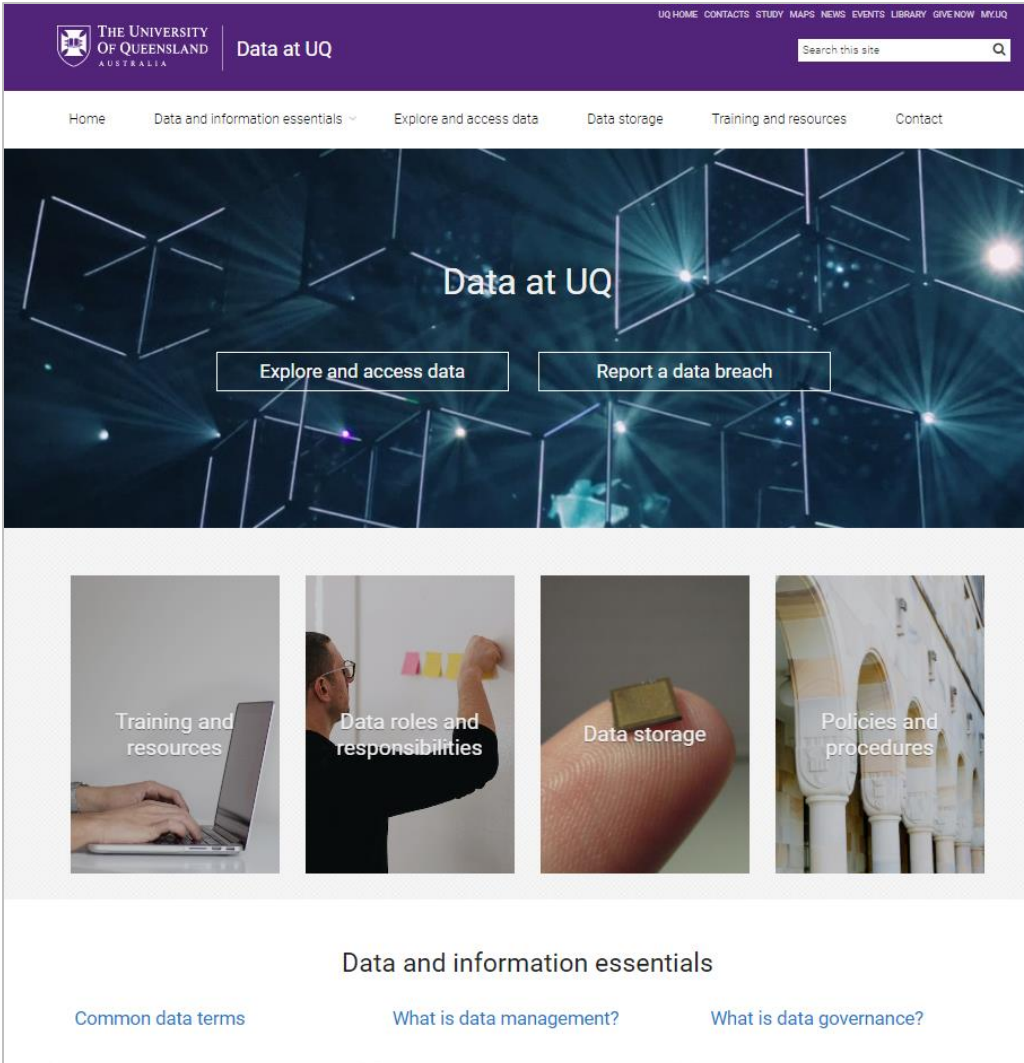
Good data ethics facilitates privacy, transparency, fairness, and that those using the data are following all applicable regulations, and helps the UQ community to feel their data is safe.

The collage features several key documents:

- Discussion Paper on Enterprise Data Ethics** (1 December 2020): A document discussing the ethical implications of data use in an enterprise context.
- Data Ethics Risks** (15 February 2021): A document detailing various risks such as Reputation, Governance, Legal & Compliance, UQ Values, Health & Safety, Financial Stability, and Critical Operations.
- Enterprise Data Ethics Framework** (15 February 2021): A comprehensive framework for managing data ethics, including a Change Management Plan.
- Data Ethics Use Case: COVID-19 Contact Tracing**: A document providing an overview, proposal for data use, and approval process for a specific use case.
- About the Data Ethics Risk Assessment Tool**: A document explaining how to use the tool to support ethical decision-making.

Data website

A central location for the UQ community to find information on data and related resources, consequently increasing availability of information, and supporting data literacy in the wider UQ community.



The screenshot shows the 'Data at UQ' website interface. At the top, there is a purple header with the university logo and 'Data at UQ' text, along with a search bar. Below the header is a navigation menu with links: Home, Data and Information essentials, Explore and access data, Data storage, Training and resources, and Contact. The main content area features a large hero image with a dark blue background and glowing geometric shapes. The text 'Data at UQ' is centered on the hero image, with two buttons below it: 'Explore and access data' and 'Report a data breach'. Below the hero image is a row of four smaller images with text overlays: 'Training and resources' (hands on a laptop), 'Data roles and responsibilities' (a person pointing at sticky notes), 'Data storage' (a hand holding a microchip), and 'Policies and procedures' (a building facade). At the bottom, there is a section titled 'Data and information essentials' with three links: 'Common data terms', 'What is data management?', and 'What is data governance?'.

Training

Some definitions

Data	Raw data is a term used to describe data in its most basic digital format. Data is raw, individual facts that need to be processed. When data is processed, combined with other data, <u>organised</u> , structured or presented <u>in a given</u> context, it is referred to as information.
Information	Information is meeting minimum applications
Knowledge	Knowledge is judgements to eat our lunch
Records	Records are of legal obligations collections of activity. As it in the past, p

Enterprise Data Governance


Course content

- Definitions
- Foundations of data governance
- Key elements of data governance
- Data management
- Key takeaways
- Resources

Course objective

To provide the UQ community a high

Presenter today:



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Data Governance and Management Essentials

Introduction to data governance and management at UQ

About us



Data Strategy & Governance Who are we?

Assisting daily operations in UQ's data landscape.

Our goals:

- Responding to regulatory requirements,
- Increasing the discovery, findability, and controlled sharing of data,
- Enable improved management of the increasing volume and variety of data,
- Enhancing information security.





Please reach out for further assistance



datagovernance@uq.edu.au



data.uq.edu.au