

DATA STORAGE AND ACCESS

Data generated through OLLU's administrative units resides in the University's enterprise resource planning system (ERP), which is Datatel's Colleague system. The Administrative Technology unit of LITS serves as the custodian of the data and is responsible for maintaining and ensuring security of ERP systems. The Administrative Council will establish data definition standards, data collection, and data ownership.

University administrative units, e.g. Registrar, Human Resources, Finance, and Student Life offices, are responsible for certain datasets within the ERP. These responsibilities include access privileges, data quality, reporting and security of extracted data. Data owners are consulted when another unit wants access to its data. Certain reporting and security measures are mandated by the Family Educational Rights and Privacy Act (FERPA) and the Health Insurance Portability and Accountability Act (HIPAA).

The ERP is part of an annual external university audit, whose findings are sent to OLLU's Board of Trustees.

Data maintained in the ERP are considered university property and supercede other data as official data.

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