Policy

Policy Title: Data Integrity & Quality	**Number:** A6000

Policy Type: Administrative
Responsible: VP, Administrative Services
Related Policies: B1001, B1002, B3007
Linked Procedures: A6000.00, A6000.10, A6000.15, A6000.20, A6000.25, A6000.30
Related Laws: None
Related Standards: NIST-Integrity; NIST-Quality, GSA, ISO 8000, NCES
HLC Criterion: 2B, 2E, 3D, 4B, 4C, 5A

Policy Statement

The College recognizes the essential role information technology plays in the execution of the College's mission, academic activities, and administrative functions. As more information is utilized, stored, and shared in a digital format by students, faculty, and staff, (both within and outside the college) a thorough and consistent effort must be made to ensure information is accurate, reliable, secure, accessible, complete, and consistent across all aspects of its collection, storage, and utilization.

To achieve this purpose, the College will implement information technology infrastructure standards and processes aimed at managing our information assets in ways that promote data integrity (reliability and security) and data quality (accuracy, completeness, fidelity, and fitness for intended use). By doing so, the College can make informed decisions, identify trends, mitigate risks, improve operational effectiveness, enhance trustworthiness, and ultimately create meaningful outcomes for students and our community. Furthermore, high-quality data fosters trust, enables effective analysis, and serves as the foundation for informed decision-making, innovation, and continuous improvement.

To these ends, the College's VP of Administrative Services is directed to develop, implement, assess, and continuously improve the College's information technology assets to ensure data integrity and data quality that meets stakeholder needs, expectations, supports the achievement of college goals, and exceeds industry standards.

Change Log		
Date	**Description of Change**	**Governance Unit**
03.28.24	Initial Adoption	Admin. Svc Council