



Data Domains

Purpose

The purpose of this policy is to document the domains of data at Doane, major systems, and the general classification of the information contained in those systems.

Scope

This policy applies to all Doane University Data.

Policy

All Doane University data is divided into the following domains. Exceptions may occur in certain areas where data is classified at a different level based on specific criteria. For example, some research data may become public due to publication requirements, while other data may be highly restricted based on the nature of the study. The classification level is the default, generally applicable level.

Subsets of data may also be shared with third-party applications after review by Technology Services.

Data stewards must be substantively involved before impactful changes are made to the data definitions, storage, access, or use of the data outside of other applicable policies.

Domain	Subdomain	Division	Major Systems	Class	Data Entry	Data Steward	DGSC Member
Facilities	Doane Properties	Business	25Live Colleague	Internal Internal		Business Office	Julie Heyen

Domain	Subdomain	Division	Major Systems	Class	Data Entry	Data Steward	DGSC Member
Financial	Student Accounts	Business	Colleague Nelnet ACI	Confidential (SSNs & credit card numbers are highly restricted)	Student Accounts Associate(s)	Bursar	Kelli Schweitzer
	Budget	Business	Prophix Colleague	Confidential		Business Office	Julie Heyen
	Financial Statements	Business	Colleague, Synoptix	Confidential		Business Office	Julie Heyen
	Reporting	Business	Prophix Synoptix	Confidential		Business Office	Julie Heyen

Domain	Subdomain	Division	Major Systems	Class	Data Entry	Data Steward	DGSC Member
Human Resources	Benefits	HR	PeopleAdmin	Confidential		Human Resources	Julie Heyen
	Employee	HR	Colleague	Highly		Human	Julie Heyen

Domain	Subdomain	Division	Major Systems	Class	Data Entry	Data Steward	DGSC Member
	Information			Restricted		Resources	
	Payroll	Business	Colleague Kronos	Highly Restricted or Confidential	Senior Payroll Accountant, Human Resources Generalist	Director Human Resources	Julie Heyen

Domain	Subdomain	Division	Major Systems	Class	Data Entry	Data Steward	DGSC Member
Technology	Infrastructure	Technology Services	AD/Entra	Highly Restricted		Director of Technology Operations	Sam Cole
	Service Center	Technology Services	ServiceNow	Highly Restricted		Director of the Service Center	Quinn Stryker
	Enterprise/Web	Technology Services	Colleague (SIS) Website	Highly Restricted		Director of Enterprise Services	Steve Gugel
	Third-Party Technology Services Integrated Tools		Canvas Worldshare (Library) EdX	Confidential		Director of Enterprise Services	Steve Gugel

Domain	Subdomain	Division	Major Systems	Class	Data Entry	Data Steward	DGSC Member
Institutional Effectiveness	Compiled Data	IE	Databricks	Confidential	Data Analytics	Director of IE	Kris Williams

Domain	Subdomain	Division	Major Systems	Class	Data Entry	Data Steward	DGSC Member
Teaching & Learning	Identity	Technology Services	LMS (Canvas) Colleague (SIS)	Highly Restricted		Technology Services	Steve Gugel
Teaching & Learning	Syllabi	Academic Affairs	LMS (Canvas) / Google Drive	Internal		Registrar	Denise Ellis Kelsee Dunn
Teaching & Learning	Grades	Academic Affairs	Canvas (unofficial) Colleague (official)	Confidential	Faculty Registrar	Faculty Registrar	Brad Elder Denise Ellis Kelsee Dunn
Teaching & Learning	Course material	Academic Affairs	LMS (Canvas) / Google Drive	Internal		Faculty	Brad Elder
Research		Academic Affairs	Google	Confidential		Faculty / Staff	Brad Elder

Domain	Subdomain	Division	Major Systems	Class	Data Entry	Data Steward	DGSC Member
Academic Planning	Calendars, Course schedules	Academic Affairs	Website Colleague	Public Internal		Registrar	Denise Ellis Kelsee Dunn
	Advising Notes		Colleague Salesforce	Confidential		Advising	Denise Ellis Kelsee Dunn

Domain	Subdomain	Division	Major Systems	Class	Data Entry	Data Steward	DGSC Member
Advancement	Donor Accounts	Advancement	Colleague	Internal	Gift Entry Specialist	Donor Relations and Stewardship Manager	Sandra Koll
	Fund Balance	Advancement	Funddriver and Colleague	Public	Gift Entry Specialist	Donor Relations and Stewardship Manager	Sandra Koll
	Grants	Advancement	Colleague	Internal	Business Office and Payroll	Senior Grant Accountant	Sandra Koll
	Giving Summary	Advancement	Magazine, Board Reports	Public	Gift Entry Specialist	Gift Entry Specialist	Sandra Koll
	Donor Name	Advancement	President Report	Public	Gift Entry Specialist	Gift Entry Specialist	Sandra Koll
	Alumni Event Attendance	Advancement	Website/Colleague	Public	Alumni Outreach and Events	Director of Alumni Engagement	Sandra Koll

Domain	Subdomain	Division	Major Systems	Class	Data Entry	Data Steward	DGSC Member
					Coordinator		
	Alumni Information (employment, etc)	Advancement	Colleague	Publicly sourced is Public, else Internal	Alumni Outreach and Events Coordinator	Director of Alumni Engagement	Sandra Koll
	Prospect data	Advancement	Colleague	Internal	Development Officers	Donor Relations and Stewardship Manager	Sandra Koll

Domain	Subdomain	Division	Major Systems	Class	Data Entry	Data Steward	DGSC Member
Student Affairs	CLS	Student Affairs	Handshake	Internal	CLS Staff	Assistant Director of CLS	Spencer
	CLS	Student Affairs	Helper Helper	Public	CLS Staff	Experiential Learning Coordinator	
	Housing	Student Affairs	eRezLife	Internal/Confidential	Community Directors	Director of Resident Life/Senior Conduct Officer	Spencer
	Greek Life	Student	Chapter	Internal	Director of	Assistant	Spencer

Domain	Subdomain	Division	Major Systems	Class	Data Entry	Data Steward	DGSC Member
		Affairs	Builder		Campus Engagement	Director of Campus Engagement - Fraternity and Sorority Life	
	Campus Engagement/Res Life	Student Affairs	Colleague	Internal/Confidential	Director of Residence Life/Senior Conduct Officer, Executive Admin Assistant to the VP	Director of Residence Life/Senior Conduct Officer	Spencer
	Health / Medical	Student Affairs	PyraMED	Confidential	Advanced Practice Registered Nurse, Registered Nurse/ Clinical Case Manager	Director of Health and Wellness	Andreea Baker
	Counseling	Student Affairs	Titanium	Confidential	Mental Health Counselors	Director of Counseling Services	Andreea Baker

Domain	Subdomain	Division	Major Systems	Class	Data Entry	Data Steward	DGSC Member
Athletics	Activity	Athletics	Front Rush Colleague Salesforce Title IV	Public		Athletics	None

Domain	Subdomain	Division	Major Systems	Class	Data Entry	Data Steward	DGSC Member
Enrollment	Admissions	EM&M	Salesforce	Confidential (SSNs are Highly restricted)	Enrollment employees	Recruitment	Joe Kasson
	Student Records	AA	SIS (Colleague) LMS (Canvas)	Confidential		Registrar	Denise Ellis Kelsee Dunn

Domain	Subdomain	Division	Major Systems	Class	Data Entry	Data Steward	DGSC Member
	Financial Aid	EM&M	SIS (Colleague)	High Restricted		Financial Aid	Susan Collins

Updates

1. Draft created by Kris Williams 5/5/2025
2. Reviewed by Data Governance Committee 7/1/2025
3. Finalized by DGC 9/5/2025
4. Sent to ESC 11/14/2025
5. Requested meetings with Faculty Council, Staff Council, Dean's Council per Shared Governance 11/21/2025
6. Added Third Party Integrated Services under Technology
7. Replaced names with Titles under Data Steward heading.
8. Met with Faculty Council, Staff Council, Dean's Council, January - March 2026.
9. Approved by Leadership Team 4/14/2026.

Works

- [Software at Doane](#)
- [UW Classification](#)