

Data Management Group Policy

Metadata Repository

Policy Identification Number: DMG-2009-002-DQ
Policy Name: Metadata Repository
Effective Date: April 9, 2009
Approval Authority: Data Management Group (DMG)
Statutory Reference: N/A

Policy Statement: A Metadata Repository in alignment with the current version of the National Center for Education Statistics' Education Data Model (EDM) must be established and operated. Consideration of deviation from the EDM will rely on statutory, regulatory, or policy requirements.

Reason for Policy: Industry best practice is to have only one enterprise wide metadata repository. The U.S. Department of Education's National Center for Education Statistics has adopted the EDM as their conceptual data model standard. This model was developed to improve interoperability, data quality, and access to data, as well as provide a standard for the meaning and use of data in education software systems.

Policy Details and Related Documents: Establishment and operation of the Metadata Repository consists of several responsibilities. These are enumerated below:

1. Identification of the Metadata Repository's function.
2. Perform a Gap Analysis between the EDM and DPI's current needs taking into account statutory, regulatory, or policy requirements.
3. Initial input and maintenance of the Metadata Repository's functional attributes for data elements.
4. Initial input and maintenance of the Metadata Repository's technical attributes for data elements.

Related Documents: See DMG Policy 2009-001-DQ New Data Elements or Changes to Existing Data Elements.

Contacts: The Office of Policy and Strategic Planning is the proponent of this policy. Questions related to this policy or exception to the policy should be directed to the Enterprise Data Manager at 919-807-3241.

Revision History:

Version #	Version Date	Source file	Description of Change	Author
002	7/31/09	N/A	Subtitle Addition and Related Document Policy Number	Lauren Furer

This policy applies to all data used by the agency in the performance of its mission. This data includes any that is collected, stored, processed, and/or disseminated using DPI information systems.