

A MEMORANDUM OF UNDERSTANDING
BETWEEN
BOARD OF REGENTS OF THE UNIVERSITY SYSTEM OF GEORGIA
AND
GEORGIA DEPARTMENT OF EDUCATION
AND
GEORGIA PROFESSIONAL STANDARDS COMMISSION
AND

**BOARD OF REGENTS OF THE UNIVERSITY SYSTEM OF GEORGIA BY AND ON BEHALF
OF THE UNIVERSITY OF GEORGIA FOR ITS CARL VINSON INSTITUTE OF GOVERNMENT**

WHEREAS the Board of Regents of the University System of Georgia (“USG”), located at 270 Washington Street, SW., Atlanta, GA 30334, Georgia Department of Education (“GaDOE”) located at 205 Jesse Hill Jr. Drive, SE, 1562 Twin Towers East, Atlanta, GA 30334, the Georgia Professional Standards Commission (“GaPSC”), located at 200 Piedmont Ave., SE, Suite 1716, Atlanta, GA 30334, and the Board of Regents of the University System of Georgia by and on behalf of the University of Georgia for its Carl Vinson Institute of Government (“Data Analysis Partner”), located at 201 North Milledge Avenue, Athens, GA 30602, individually or collectively known as the “Party” or “Parties,” are committed to improving the preparation of P-12 educators for the students and citizens of Georgia;

WHEREAS the USG is a state agency that is comprised of 26 public institutions of higher education located throughout the state and which prepares the majority of teachers employed by Georgia’s public school systems;

WHEREAS the GaDOE is a state educational agency that supports Georgia’s public school systems and maintains data necessary for state and federal reporting requirements;

WHEREAS the GaPSC is charged with establishing and enforcing the standards for the preparation, certification, and ethical conduct of Georgia’s public school educators;

WHEREAS the Data Analysis Partner, as an instrumentality of the State of Georgia, is uniquely qualified to provide data aggregation and analytic support to create a tool that shows the education, certification, and professional employment outcomes of teachers that graduate from USG;

WHEREAS information and data pertaining to teacher preparation, certification, and employment outcomes is frequently sought from USG and GaPSC and an enhanced method for obtaining and presenting this data is necessary to measure and ensure continued progress in the teacher pipeline;

WHEREAS the USG, GaDOE, and GaPSC desire to obtain a more integrated and deeper understanding of the P-12 teacher education, certification, and employment pipeline, which includes, but is not limited to, the path of USG graduates of teacher preparation programs and how many of those graduates are employed as teachers at Georgia public schools;

WHEREAS the Parties agree that having information integrated from the participating agencies will increase their respective abilities to promote the State of Georgia’s strategic goal to “develop a skilled workforce to meet current and future needs across the industry spectrum”;

WHEREAS in furtherance of this endeavor, USG, GaDOE, and GaPSC desire to collaborate with the Data Analysis Partner to provide data aggregation and analytic support to create a tool to show the education, certification, and professional employment outcomes of teachers that graduate from USG;

WHEREAS the Data Analysis Partner has indicated that it is willing, qualified, and experienced to conduct or provide such research for USG, GaDOE, and GaPSC; and

WHEREAS a data governance committee comprised of representatives of USG, GaDOE, and GaPSC and facilitated by the Data Analysis Partner have been working cooperatively to identify the data elements needed and the research questions that the Parties intend to answer with the shared data.

NOW THEREFORE, in consideration of the covenants and conditions set forth herein, the Parties agree as follows:

1. **Data Analysis Partner Designation:** USG, GaDOE, and GaPSC designate the Data Analysis Partner as their authorized representative to create secure web-based data visualizations and reports that give all three organizations insight into the P-12 teacher education, certification, and employment pipeline. The products of this project are for internal use only by the Data Analysis Partner, USG, GaDOE, and GaPSC.
2. **Data Shared:** USG, GaDOE, and GaPSC may release to the Data Analysis Partner the data elements specified in Attachment A, which is incorporated by reference and attached hereto. The specific years of data required for each data set are also identified in Attachment A. The parties will also provide to the Data Analysis Partner data dictionaries or reference information that describes the data elements and any meta data about the data element. The Data Analysis Partner will be responsible for data matching. Any data with no match to the USG data set will not be included in the deliverables. The dashboard will be updated annually according to the schedule outlined in Attachment B, which is incorporated by reference and attached hereto. Any changes to Attachment B will not constitute an amendment to this Memorandum of Understanding (“MOU”). The Governance Committee will approve any changes to the timeline in Attachment B.
3. **Deliverables:** The Data Analysis Partner agrees to provide data visualizations of USG teacher preparation candidates, teacher program enrollments and completions, certifications, and employment information for USG institution graduates. This includes trend data related to student enrollment, graduation, certification, and employment. Data visualizations and any reports based on them shall involve only aggregate data and no personally identifiable information or other information that could lead to the identification of any individual. Funding for the initial development of the data visualizations is provided through an agreement between USG and the Data Analytics Partner. Both GaDOE and GaPSC will have access to the data visualizations through the use of an assigned email address which utilizes Qlik Sense tokens. GaDOE and GaPSC will have unlimited access to the data visualizations for twelve (12) months following the effective date of this MOU. Continued access to the data visualizations beyond the initial MOU period will require renewal of the Qlik Sense tokens at an annual cost of \$500.00.
4. **Governance:** The Data Analysis Partner will facilitate the Teacher Pipeline Data Governance Committee (“Governance Committee”), as described in Attachment C which is incorporated by reference and attached hereto. The Governance Committee shall consist of USG, GaDOE, and GaPSC personnel who will manage and help guide the Data Analysis Partner in the development of data visualizations and reports to provide USG, GaDOE, and GaPSC with enhanced access to teacher pipeline data. Identification of a new Governance Committee member is not considered an amendment to this MOU.
5. **Equipment and Supplies:** Any equipment, supplies, or non-data materials used in the performance of this MOU is to be provided by the Data Analysis Partner.

6. **Compliance with the Law:** The Data Analysis Partner, its employees, and agents shall comply with all applicable federal, state, and local laws, rules, ordinances, regulations, and orders now or hereafter in effect when performing its duties under the MOU, including without limitation, all laws applicable to the prevention of discrimination in employment and the use of targeted small businesses as co-researchers or researchers. The Data Analysis Partner's employees shall also comply with all federal, state, and local laws regarding business permits and licenses that may be required to carry out the work performed under the MOU. The Data Analysis Partner and the Data Analysis Partner's personnel shall also comply with all USG policies and standards in effect during the performance of the MOU, including, but not limited to the USG policies and standards relating to personnel conduct, and ethics (see USG Policy Manual 8.2.18 Personal Conduct). Further, the provisions of O.C.G.A. § 45-10-20 et seq. have not and must not be violated under the terms of this MOU.
7. **Confidentiality:** The Data Analysis Partner agrees to preserve the confidentiality of the Subject Data, which is defined as any source data provided by the USG, GaPSC, and GaDOE. The Data Analysis Partner agrees not to report or publish Subject Data in any manner that discloses individuals' identities in accordance with the Family Educational Rights and Privacy Act ("FERPA"), 34 C.F.R. 99.31(a)(6), and any applicable state laws, including, but, not limited to, O.C.G.A. § 20-2-210, O.C.G.A. § 20-2-320, and O.C.G.A. § 20-14-40. The Data Analysis Partner agrees not to make any effort to discover the identity of a subject.
 - a. The Data Analysis Partner shall not jeopardize the proprietary nature of the Subject Data by releasing, publishing, copyrighting, or otherwise publicly disseminating the Subject Data. However, the Data Analysis Partner may, subject to the terms of this Agreement, prepare reports or presentations using Subject Data.
 - b. The Data Analysis Partner agrees to use Subject Data for only the purposes outlined in this Agreement using data that was approved by USG, GaDOE, and GaPSC, which is expressly incorporated by reference into this Agreement. The Data Analysis Partner agrees not to use Subject Data for any purpose other than what was identified in this Agreement.
 - c. The Data Analysis Partner's obligation to keep the Subject Data confidential shall continue in full force and effect until such data is destroyed and shall survive the expiration or termination of this MOU.
8. **Reports or Publications:** The Parties agree that they will obtain permission from the Governance Committee by email or other written means at least ten (10) days prior to any public use of the data. The Data Analysis Partner agrees to provide an electronic copy of each report or presentation the Data Analysis Partner produces using Subject Data to the Governance Committee at least ten (10) business days prior to presentation or submission for publication.
 - a. The Data Analysis Partner agrees to obtain written permission from USG, GaDOE, and GaPSC in order to use their logos for presentations purposes.
9. **Derived Data:** The Data Analysis Partner agrees that all Subject Data files, including derivative files and all data files resulting from merges or matches are subject to this MOU. USG, GaDOE, and GaPSC reserve the right to request all documents and files used to analyze the Subject Data.
10. **Rights to Terminate:** Any violation of the terms and conditions of this MOU may result in the immediate termination of this MOU by USG, GaDOE, and GaPSC or the Data Analysis Partner.
 - a. The Governance Committee or USG, GaDOE, or GaPSC may individually terminate their participation in this MOU by written notice to the Governance Committee and Data Analysis Partner indicating the grounds for termination.
 - b. Upon receipt of the written notice of termination from USG, GaDOE or GaPSC, the Data Analysis Partner shall immediately cease all research activity related to source Subject Data. The Data Analysis Partner will have three (3) business days to submit a written response to the Governance Committee indicating whether the project would remain feasible and could continue in the absence

- of the terminating party.
- c. If the termination is initiated by the Data Analysis Partner, notice will be sent to the Governance Committee and the Governance Committee has ten business days after receipt of the request to respond.
 - d. The timeframes provided in this section may be adjusted as necessary.
11. **MOU Violations:** The Data Analysis Partner understands that a violation of this MOU may result in a material breach of contract and may subject the Data Analysis Partner to prosecution under applicable laws. The Data Analysis Partner understands that a violation of this MOU may affect the Data Analysis Partner's ability to utilize private or protected data provided in the future. The Georgia Tort Claims Act, O.C.G.A. § 50-21-20 et seq. constitutes the sole remedy for any tort committed by the Data Analysis Partner's officers, agents, and employees.
12. **Parties with Subject Data Access.** The Data Analysis Partner agrees to limit and restrict access to the Subject Data to USG, GaDOE, and GaPSC, the entities that are providing the source data.
- a. The Governance Committee shall provide to the Data Analysis Partner the contact information for individuals who will have access to the data.
 - b. The Data Analysis Partner agrees to notify USG, GaDOE, and GaPSC in writing within one (1) business day of receipt of any request or demand by others for disclosure of the Subject Data. The Data Analysis Partner will coordinate the response with USG, GaDOE, and GaPSC.
 - c. The Data Analysis Partner agrees to notify USG, GaDOE, and GaPSC in writing immediately upon confirming any breach, or suspected breach, of security or any disclosure of Subject Data to an unauthorized party or agency. Notification to USG, GaDOE, and GaPSC shall be made within 24 hours of the Data Analysis Partner's discovery.
 - i. Notifications regarding a breach shall be sent to contacts listed on Attachment E, which is incorporated by reference and attached hereto.
 - ii. Any changes to Attachment E will not constitute an amendment to this MOU. The party making changes to Attachment E will send an update to the Governance Committee and party contacts on the revised Attachment E.
 - iii. The notification shall include as much of the following information as possible: (1) the name, job title, and contact information of the person reporting the incident; (2) the name, job title, and contact information of the person who discovered the incident; (3) date and time the incident was discovered; (4) nature of the incident (e.g., system-level electronic breach, an electronic breach of one computer or device, or a breach of hard copies of records); (5) a description of the information lost or compromised; (6) name of electronic system and possible interconnectivity with other systems; (7) storage medium from which information was lost or compromised; (8) controls in place to prevent unauthorized use of the lost or compromised information; (9) number of individuals potentially affected; and (10) whether law enforcement was contacted. Moreover, Researcher shall bear the costs, if any, associated with the disclosure of data, including notification of parents or students, when appropriate.
13. **Data Visualization Access:** The Data Analysis Partner agrees to limit and restrict access to the data visualization products to those individuals employed by USG, GADOE, GaPSC and who have a user login to access the project data visualizations being developed by the Data Analysis Partner.
- a. USG, GaDOE, and GaPSC shall each provide to the Data Analysis Partner the contact information for individuals they request have access to the data visualizations.
 - b. The Data Analysis Partner will get Data Governance Committee's approval on the original user list as well as to changes to the user list.
 - c. The Data Analysis Partner agrees to notify USG, GaDOE, and GaPSC in writing within one (1) business day of receipt of any request or demand by others for disclosure of the data visualizations.
 - d. The Data Analysis Partner agrees to notify USG, GaDOE, and GaPSC in writing immediately upon confirming any breach, or suspected breach, of security or any disclosure of data visualizations to an unauthorized party or agency. Notification to USG, GaDOE, and GaPSC shall

- be made within 24 hours of the Data Analysis Partner's discovery.
- i. Notifications regarding a breach shall be sent to contacts listed on Attachment E.
 - ii. The notification shall include as much of the following information as possible: (1) the name, job title, and contact information of the person reporting the incident; (2) the name, job title, and contact information of the person who discovered the incident; (3) date and time the incident was discovered; (4) nature of the incident (e.g., system-level electronic breach, an electronic breach of one computer or device, or a breach of hard copies of records); (5) a description of the information lost or compromised; (6) name of electronic system and possible interconnectivity with other systems; (7) storage medium from which information was lost or compromised; (8) controls in place to prevent unauthorized use of the lost or compromised information; (9) number of individuals potentially affected; and (10) whether law enforcement was contacted. Moreover, Researcher shall bear the costs, if any, associated with the disclosure of data, including notification of parents or students, when appropriate.


14. **Data Security:** The Data Analysis Partner agrees to retain the original version of the individual-level Subject Data on a secure server and shall not make a copy or extract the Subject Data available to anyone except individuals specified in paragraph 13.a.
- a. The Data Analysis Partner agrees that all Subject Data when not on a Secure Server must be encrypted in accordance with NIST SP 800-140B Level 1 while in transit and at rest. USG, GaDOE, and GaPSC will ensure the encryption of data in transit to Data Analysis Partner systems. The Data Analysis Partner is responsible for ensuring strong encryption in compliance with NIST SP 800-140B Level 1 during any other transmission of data, be it internal or external. Data at rest can be any data that are resident in a database or in a file that is stored on any media on any device. Files on mobile devices, including laptop computers, are considered data at rest and, due to the increased vulnerability to physical theft, must always be encrypted with strong encryption.
 - b. The Data Analysis Partner agrees to secure Subject Data on a Secure Server. Secure Server may be construed to be any computer system where the practice of Security in Depth is applied. Security in Depth is defined as any redundant combination of access controls and deterrents that prevent unauthorized access to data, which include but are not limited to: robust user authentication, firewalls, intrusion detection, anti-virus and anti-malware, access logs and audits, and data loss prevention technologies. Security in Depth should be part of a comprehensive Information Security Management System ("ISMS") in compliance with best practices described in NIST SP 800-53. When it is deemed reasonable and appropriate to forgo a given control, the Data Analysis Partner must provide written justification to USG that should include all the risk assessment factors considered when the decision was reached.
 - c. The Data Analysis Partner certifies that the description of the ISMS provided in the application for data is true and accurate to the best of its knowledge and that it has achieved Security in Depth, as described above in 14(b) or that the Data Analysis Partner's environment is compliant with industry standards described in NIST SP 800-53.
15. **Data Destruction:** The Data Analysis Partner agrees to return to USG individual-level Subject Data, GaPSC individual-level data, or GaDOE individual-level data, respectively, and all media used to transfer it from USG, GaDOE, and GaPSC to the Data Analysis Partner, and destroy source, derivative, and working copies in accordance with guidelines and recommendations expressed in NIST 800-88. The Data Analysis Partner agrees to destroy all copies or derivative of merged files within 90 days of this agreement being terminated. However, an extension may be granted by written agreement of the parties. The Data Analysis Partner's obligation to destroy the data shall continue in full force and effect until such Subject Data is destroyed and shall survive the expiration or termination of this MOU.
16. **Certificate of Data Destruction:** After destruction of the data, the Data Analysis Partner agrees to sign the Certificate of Data Destruction, which is incorporated by reference and hereto attached as Attachment D, which is incorporated by reference and attached hereto, and provide the signed Certificate to USG, GaDOE, and GaPSC upon request.

17. **Effective Date:** This MOU shall become effective upon the date of the last signature.
18. **Non-Transferable:** The Data Analysis Partner shall not assign or transfer the rights or obligations of this MOU without the written consent of the Governance Committee.
19. **Modifications:** No modifications or alteration of this MOU will be valid or effective unless each modification or alteration is made as an amendment to this MOU and is signed by all Parties.
20. **Severability:** If any provision of this MOU is held to be invalid, illegal, or unenforceable for any reason, the validity, legality, and enforceability of the remaining provisions of this MOU shall not be adversely affected.
21. **Choice of Law:** This MOU shall be deemed to have been executed in Fulton County, Georgia, and all questions of interpretation and construction shall be governed by the laws of the State of Georgia.
22. **Multiple Counterparts:** This MOU may be executed in counterparts which, when taken together, will constitute one Agreement. Copies of this MOU will be equally binding as original, faxed, and/or emailed counterpart signatures will be sufficient to evidence execution.
23. **Publicity:** Any publicity given to the services provided under this MOU, including but not limited to, notices, information pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Data Analysis Partner shall not be publicly released prior to approval by the Governance Committee.
24. **Trading with State Employees:** All parties to this MOU certify that provisions of the O.C.G.A. §§ 45-10-20 through 45-10-25, as amended, which prohibit and regulate certain transactions between certain State Officials, employees, and the State of Georgia, have not been violated and will not be violated in any respect.
25. **Civil Rights Compliance:** None of the Parties will discriminate on the basis of race, color, sex, religion, national origin, age, or disability in any employment practice, educational program, or any other program, activity, or service.

IN WITNESS WHEREOF, the parties state and affirm that they are duly authorized to bind the respective entities designated below as of the day and year indicated.

GEORGIA PROFESSIONAL STANDARDS COMMISSION


200 Piedmont Avenue, SE
Suite 1716, West Tower
Atlanta, GA 30334
404-232-2500

By: 
Matt Arthur
Executive Secretary
Georgia Professional Standards Commission

Date: February 17, 2023

GEORGIA DEPARTMENT OF EDUCATION

205 Jesse Hill Jr. Drive, SE
1562 Twin Towers East
Atlanta, GA 30334
404-651-2800

By: 
Richard Woods
Superintendent
Georgia Department of Education

Date: 2/24/2023

BOARD OF REGENTS OF THE UNIVERSITY SYSTEM OF GEORGIA BY AND ON BEHALF OF THE UNIVERSITY OF GEORGIA

110 Terrell Hall, 210 S. Jackson St., Athens, GA
30602
706) 542-1404

By: _____
Name Derek Eberhart, Ph.D
Title Associate VP for Research and Executive
Director, Innovation Gateway
Organization: UGA

Date: _____

UNIVERSITY SYSTEM OF GEORGIA

270 Washington Street, SW
Atlanta, GA 30334
404-962-3000

By: _____
Teresa MacCartney
Executive Vice Chancellor of Administration

Date: _____

Attachment A
Requested Data Elements by Agency

Table 1. Data Requested from USG by the Data Analysis Partner

Enrollment Cohort starting in 2007 forward

Source dataset	Variable
Enrollment	CIP
Enrollment	CIP Definition
Enrollment	Clearing house degree description
Enrollment	Degree level
Enrollment	Credit Hours
Graduation	USG Institution
Graduation	CIP
Graduation	CIP Definition (federal definition)
Graduation	CIP USG Institution Definition
Graduation	Clearinghouse Degree Description (from National Student Clearinghouse)
Graduation	Degree Type
Graduation	Graduation Term
Graduation	Graduation Year
Graduation/Enrollment	Student ID Key
Graduation/Enrollment	USG Institution
Graduation/Enrollment	Term
Graduation/Enrollment	Sex
Graduation/Enrollment	Race/Ethnicity
Graduation/Enrollment	Age
Graduation/Enrollment	County at Matriculation (derived from geocoded permanent street address, city, and state)

Graduation/Enrollment	Current County (derived from geocoded current street address, city, and state)
Graduation/Enrollment	Terminated Program
Graduation/Enrollment	Deactivated Program
Graduation/Enrollment	Terminated program date
Graduation/Enrollment	Deactivated program date

***All data dictionaries or code books are requested that describe requested data elements.**

Table 2. Data Requested from GaDOE by the Data Analysis Partner (CPI data set)

All data that matches to USG graduate file.

Variable	Notes
Teacher Certificate ID	Provided by CVIOG
SYS Code	System_ID
System	School system (LEA)
School Code	
Employee region	P20 Collaborative region
RESA	Region
Job Code	Teaching, administrative, or other (will request the subject code table) job code from CPI is indicator of Grade level.
CPI Collection year	First began teaching (calculated field) All available records
CPI Collection term	1 (October) or 2 (March)
Assignment Subject matter code	Subject code indicator of content

***All data dictionaries or code books are requested that describe requested data elements.**

Table 3. Data Requested by Data Analysis Partner for finalized version of In field

GADOE provides access of underlying data to GaPSC. GaPSC provides compiled data to the Data Analysis Partner for purposes of visualizations and analysis. This will ensure that a single method and data source is used to calculate infield verses outfield.

All available years of data.

Variable	Notes
System Code	
School Code	
Person ID	Primary teacher
Course ID	Content. Corresponds to CAPS database on GaPSC
Infield v Outfield	Indicator true/ false (Infield reflects prior academic year)
Year	

***All data dictionaries or code books are requested that describe requested data elements.**

Table 4. Data Requested from GaDOE by the Data Analysis Partner (Historical CPI)

GaDOE provides access of underlying data to GaPSC. GaPSC provides compiled data to the Data Analysis Partner for purposes of visualizations and analysis.

All data that matches to USG graduate file from 2015 forward.

Variable	Notes
Person ID	
First year of employment	In Georgia Schools
First year of teaching	
First year of Paraprofessional	
First year certified to teach	
Version of USG graduate file	Version of the data file provided (date or version code)

***All data dictionaries or code books are requested that describe requested data elements.**

Table 5. Data Requested from GaPSC by the Data Analysis Partner

All Candidates enrolled at USG institutions from July 1, 2015 forward

Source dataset	Variables	Notes
Enrollment	Person ID	
Enrollment	Provider ID	
Enrollment	Provider name	
Enrollment	Program name	
Enrollment	Provider address	
Enrollment	Site Code	
Enrollment	Site Name	
Enrollment	Site Address	Where available
Enrollment	Provider region	
Enrollment	Student ID	
Enrollment	Program Degree Award Date	
Enrollment	Program Degree type	
Enrollment	First Start Date	MIN within the program
Enrollment	Program Completion date	
Enrollment	Field A Title	
Enrollment	Field A Code	
Enrollment	Field B Title	
Enrollment	Field B Code	
Enrollment	Withdrawal Date	
Enrollment	Withdrawal Reason ID	
Enrollment	Withdrawal Reason Description	

***All data dictionaries or code books are requested that describe requested data elements.**

Table 6. Data Requested from GaPSC by the Data Analysis Partner

All Candidates in Tables 3 & 5 that are or were enrolled at USG institutions from July 1, 2015 forward

Source dataset	Variables	Notes
Certificate	Person ID	
Certificate	Field Type	T/S/L/Para
Certificate	Type Description	
Certificate	Type Code	
Certificate	Field Code	A and B will be different records
Certificate	Field Description	i.e. title
Certificate	Category Description	Standard professional, clear renewable, waiver, etc.
Certificate	Category Code	
Certificate	Renewable	
Certificate	Begin Valid date	
Certificate	End Valid date	

***All data dictionaries or code books are requested that describe requested data elements.**

Attachment B

Calendar to update data visualization

The following is the calendar for providing data to the Data Analytics Partner and data dashboard update schedule. Part 1 outlines the time table for the initial development (version 1) as it is dependent on when the data sharing MOU is signed. Part 2 outlines the time table for an annual update after initial development is completed.

Part 1: Initial Development Timeline (version 1.0)

Table 1 – Data requested from USG by the Data Analysis Partner. Enrollment cohort starting in 2007 forward. Request data upon signature of the data sharing MOU. Data from 2007 to the most recent full academic year will be requested.

Table 2 - Data requested from GaDOE by the Data Analysis Partner (CPI data set). All data that matches to USG graduate file. The most recent employment data file that reflects the October count at GaDOE would be requested. The Data Analytics Partner will work with GaDOE to do a data match between the USG graduate file and the GaDOE employment data file.

Table 3 - Data requested by Data Analysis Partner for finalized version of In field; GaDOE provides access of underlying data to GaPSC. GaPSC provides compiled data to the Data Analysis Partner for purposes of visualizations and analysis. This will ensure that a single method and data source is used to calculate infield verses outfield values. The Data Analytics Partner will request all available years of data upon signature of the data sharing MOU. This file would be reflective of the most recent October count.

Table 4 - Data requested from GaDOE by the Data Analysis Partner (Historical CPI). GaDOE provides access of underlying data to GaPSC. GaPSC provides compiled data to the Data Analysis Partner for purposes of visualizations and analysis. All data that matches to USG graduate file is provided. Data for all completers from 2015 forward will be requested upon signature of the data sharing MOU.

Table 5 - Data requested from GaPSC by the Data Analysis Partner. All candidates enrolled at USG institutions from July 1, 2015 forward. Data Analytics Partner will request this data up through the most recently completed academic year.

Table 6 - Data requested from GaPSC by the Data Analysis Partner. All Candidates enrolled at USG institutions from July 1, 2015 forward. Data Analytics Partner will request this data up through the most recently completed academic year.

Part 2: Future Dashboard Development Timeline

Table 1 – Data requested from USG by the Data Analysis Partner. The USG enrollment file will be requested by **October** each year through the most recently completed academic year.

Table 2 - Data requested from GaDOE by the Data Analysis Partner (CPI data set). All data that matches to USG graduate file. This employment file will be requested in **December**. The Data Analytics Partner will work with GaDOE to do a data match between the USG graduate file and the GaDOE employment data file.

Table 3 - Data requested by Data Analysis Partner for finalized version of In field. GaDOE provides access of underlying data to GaPSC. GaPSC provides compiled data to the Data Analysis Partner for purposes of visualizations and analysis. This will ensure that a single method and data source is used to calculate infield v outfield. All available years of data. The Data Analytics Partner will request this data in **January** from GaPSC.

Table 4 - Data requested from GaDOE by the Data Analysis Partner (Historical CPI). GaDOE provides access of underlying data to GaPSC. GaPSC provides compiled data to the Data Analysis Partner for purposes of visualizations and analysis. All data that matches to USG graduate file for all completers from 2015 forward. The Data Analytics Partner will request this data in **January**.

Table 5 – Data requested from GaPSC by the Data Analysis Partner. This file is for all candidates enrolled at USG institutions from July 1, 2015 forward. The Data Analytics Partner will request this file in **December**.

Table 6 - Data requested from GaPSC by the Data Analysis Partner. This file is for all candidates enrolled at USG institutions from July 1, 2015 forward. The Data Analytics Partner will request this file in **December**.

The goal is to update the teacher pipeline dashboard in March of each year – to reflect prior academic year (e.g. March 2024 – reflects 2022-2023 school year of employment and teacher prep enrollment).

Attachment C

Teacher Pipeline Data Governance Committee

To oversee the work of the teacher pipeline research project and related shared research and data visualizations and reports, a Teacher Pipeline Data Governance Committee (“Governance Committee”) is established. This committee will agree on approved uses of data and related reports and will meet as needed to approve uses that are not a part of previously approved uses and part of the Governance Committee’s approved uses of data list. The committee is comprised of two members from each agency: the University System of Georgia, the Georgia Professional Standards Commission, and the Georgia Department of Education. The Chairperson will serve a one-year term and will rotate amongst the members, beginning with the University System of Georgia’s Vice Chancellor of Research and Policy Analysis, followed by a committee member from the Georgia Professional Standards Commission, and then the Georgia Department of Education. The Carl Vinson Institute of Government will participate as an ex-officio member and will provide the data and documents that are under review to the Governance Committee.

The Governance Committee will meet to establish the approved uses of shared data reports and data visualizations. The Governance Committee will meet a minimum of two times per year, dates to be set in subsequent communication. All reports, documents, or other materials up for discussion and approval must be provided to the Committee two weeks prior to the meeting to allow for necessary internal review. All dashboards and data visualizations produced as a part of this project will be reviewed and approved by the governance committee. These items are produced according to the terms in the proceeding document. This committee will clarify who will have access to any data visualizations or dashboards produced. A quorum will consist of one representative from each agency. For a measure to be approved, four of six members must agree and at least one agreeing vote must come from each agency. The membership for the Governance Committee as established at the signing of this agreement is below. If a member cannot attend a meeting, they are able send a proxy to represent them. If a member is no longer able to fulfill these requirements, they will be replaced by another employee of their agency and the committee will be notified via email of the new appointment.

University System of Georgia

1. Vice Chancellor of Research and Policy Analysis – Dr. Angela Bell
2. Associate Vice Chancellor for Academic Affairs- Dr. Cynthia Bolton Gary

Georgia Professional Standards Commission

1. Educator Preparation Director- Dr. Penney McRoy
2. Director, Rules Management and Educator Assessment- Anne Marie Fenton

Georgia Department of Education

1. Chief Privacy and Information Security Officer - Nathan Miller
2. Title II, Part A Program Manager- Shauntice Wheeler

Carl Vinson Institute of Government- Ex Officio

1. Associate Director, State Services and Decision Support- David Tanner

Attachment D

Certificate of Data Destruction

The undersigned hereby certifies that all copies of the following data files provided to {undersigned} _____
_____ by the [Agency name] on {date} _____ have been destroyed.

Description of files destroyed (file names provided by agency name):

Method of destruction: _____

Date of destruction: _____

I understand and acknowledge that submitting a false or fraudulent Certificate of Data Destruction to [agency name] may violate Georgia law, O.C.G.A. § 16-10-20, and can result in fines, imprisonment, or both.

Signature

Date

Submitter:

Please Print or Type

Signature

Date: _____

Seal of Notary:

Form of Identification:

Personally known
 Identification provided

Type of Identification:

ATTACHEMENT E

AGENCY CONTACTS FOR DATA BREACH NOTICIATION

USG helpdesk@usg.edu

GaDOE Nathan.miller@doe.k12.ga.us

GaPSC ashok.deb@gapsc.com