



University of Kentucky
DATA STEWARDS MEETING
May 28, 2002 10:00am – 12 noon
132 Funkhouser Center

COMMITTEE: Data Stewards
Presiding: Connie A. Ray
Members Present: Jack Supplee, Paul Taylor, Don Witt, Liz Demoran, Roger Huston, Rex Bailey
Ex Officio: Jayna Cheesman, Penny Cox , Zed Day , Jill Esham, Kathy Hamperian
Guests: Michelle Bliffen (for T. Lynn Williamson)
CC: Senior Vice President Jack Blanton
 Vice President Eugene Williams
Recorder: Deborah Sparkman

AGENDA ITEM	DISCUSSION	ACTION
<ul style="list-style-type: none"> • Welcome and Introductions 	<ul style="list-style-type: none"> • Connie welcomed everyone to the meeting. 	<ul style="list-style-type: none"> •
<ul style="list-style-type: none"> • Minutes of Previous Meetings 	<ul style="list-style-type: none"> • March 26 and April 30 minutes. 	<ul style="list-style-type: none"> • Approved
<ul style="list-style-type: none"> • Monthly Data Stewards Report: <i>Personnel Resource Allocations</i> 	<ul style="list-style-type: none"> • Jayna Cheesman gave a brief summary, as well as a hard copy, of new activity on the Monthly Data Stewards Report: Personnel Resource Allocations as of May 24, 2002. 	<ul style="list-style-type: none"> •
<ul style="list-style-type: none"> • PRF Update 	<ul style="list-style-type: none"> • New PRF #26 – Web-based portal for submitting IDIVs requested by the Office of the Controller and Treasurer. Kathy indicated this is a different programming resource than the FRS IDMS programmers. • New PRF #27 –Populate the U-Connect calendar with the students’ class schedules. Jayna asked how they would handle the missing meeting pattern data (i.e. TBA, etc.), and Kathy indicated they are going to address this by relaying special warning messages to the students. • New PRF #28 – 3rd party package to be purchased to collect, send, and retrieve data submitted to the INS system (SEVIS) on international students and scholars, and will require SIS and HRS extracts. Penny reported that Paul VanBooven would chair the SEVIS committee concerning policies. She said they are to have our policies defined by the end of September 2002. Jayna asked the Stewards to let her know if they are interested in receiving any of 	<ul style="list-style-type: none"> •

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	<p>the documents she has received on policy ramifications of SEVIS compliance.</p>	
<ul style="list-style-type: none"> Other Business/Items 	<ul style="list-style-type: none"> ERP Update -- Penny Cox updated everyone on the RFP for consultants to assist in purchasing the new administrative systems (ERP). The deadline for response to the RFP was 5/22/02, and they received 11 responses. They will meet on May 13 to rank and review the vendor responses. Final decision will be made by June 28th. Zed said he felt most of what the Data Stewards requested for the ERP process was included in the RFP. Connie asked the group about the low response to the survey she handed out to members at our previous meeting. She indicated she had only received two Stewards' responses electronically. Nine of the Committee members indicated they had responded to the survey electronically. Connie stated she would check to see why she had not received those responses. Connie discussed the need for a sub-committee to discuss/identify issues related to converting a "unit" system into an "institutional" system. She asked for volunteers for a subcommittee to work toward creating the Faculty Data Base like the one in the Medical Center for the total University. Zed indicated that as far as he was concerned, their systems were a university resource. 	<ul style="list-style-type: none"> Volunteers were: Zed Day, Don Witt, Kathy Hamperian, and Liz Demoran. Connie agreed to chair the Committee, and requested Phyllis Nash participate.
<ul style="list-style-type: none"> Next Meeting: Joint Meeting with Data Custodians Tuesday, July 30, 10am – noon, Hardyman Building. 	<ul style="list-style-type: none"> Suggested topics for the joint meeting in July: <ul style="list-style-type: none"> - Where we're headed with new degree audit system. - Web U-K Presentation – Tonya Prince 	<ul style="list-style-type: none">