



University of Kentucky
DATA STEWARDS MEETING
March 25, 2003 11:00am – 12 noon
230 Student Center

COMMITTEE: Data Stewards
Presiding: Jayna Cheesman
Members Present: Jayna Cheesman, Kathy Hamperian, Ex Officio; Liz Demoran, Rex Bailey, Murray Clark, Penny Cox, Jill Esham
Guests: Michelle Bliffen for T. Lynn Williamson; Tonya Prince for Don Witt, Dan Wentz for Jack Supplee
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"> In Connie's absence, Jayna Cheesman welcomed everyone to the March meeting of the Data Stewards. 	<ul style="list-style-type: none">
<ul style="list-style-type: none"> Minutes of Previous Meeting 	<ul style="list-style-type: none"> Jayna asked if anyone had corrections or changes to the Minutes from our January 28 joint meeting of Data Stewards and Custodians. 	<ul style="list-style-type: none"> Approved as written. Will be posted to the web.
<ul style="list-style-type: none"> Monthly Data Stewards Report: <i>Personnel Resource Allocations</i> 	<ul style="list-style-type: none"> Jayna Cheesman distributed and gave a brief summary of the March 21, 2003, Monthly Data Stewards Report. 	<ul style="list-style-type: none">
<ul style="list-style-type: none"> PRF Update 	<ul style="list-style-type: none"> #33 I Grade Change to E Request that the "I" to "E" grade process become totally automated. Currently, it is a manual process that may not get done on time due to unforeseeable circumstances such as illness or human error. Tonya Prince noted the time-lapse affects a lot of graduate students. It makes sense to automate the process since the time period for the conversion is already established. #34 CIP Code Assignment in FRS This project will provide a methodology of assigning CIP Codes for academic disciplines to FRS so data can accurately be reported for appropriate accounts, it will also be a more accurate, timely and cost effective way of responding to CPE, legislative and internal requests. There is a deadline of May 31, 2003 for programming changes to be completed and tested successfully. #35 Resource Management Data Mart The goals of the Resource Management Data Mart are to collect, cleanse, summarize and analyze institutional resources and "outcome" data related to the institutional mission: <ol style="list-style-type: none"> improve the efficiency of resource utilization, 	<ul style="list-style-type: none"> Connie or Jayna will talk with Dale Austin regarding the priority of the PRF

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	<ol style="list-style-type: none"> 2. improve institutional effectiveness, 3. more accurately report institutional data to external agencies, 4. provide easier access to data for historical trends analysis; and 5. provide easier access to data for “what if” scenarios or projections. <p>Resource management related data could include data from SIS, FRS, FES, HRS and Facilities files, as well as data from area systems relating to development, endowments and research.</p>	
<ul style="list-style-type: none"> • Project Updates 	<ul style="list-style-type: none"> • Email ID Timeline – Jayna reported they are holding off on running the University Email Address (UEA) report, to see how many people are choosing to use it. Kathy Hamperian reported the process went smoothly and quickly for students admitted for 2003. • If anyone has trouble using the new email system, they should contact the Help Desk at 7-1300 for assistance. • Faculty Database Project The project is proceeding as planned. College of Engineering faculty training is this week. • EBAR Meeting Waiting until the reorganization to the Provost model is in place before moving forward. It is already in place at the Medical Center. RGS used it this year. Works excellent. • Data Warehouse Security Kathy Hamperian gave a brief update on security levels for the data warehouse. Security for the Warehouse should be the same as department level for FES, FRS, and HRS, and academic unit level for SIS. 	
<ul style="list-style-type: none"> • Next Meeting: Joint meeting of Data Stewards and Data Custodians April 29, 2003, 10:00 – 12:00 noon, 230 Student Center 	<ul style="list-style-type: none"> • Jayna asked if anyone wanted to suggest topics for the next meeting. 	<ul style="list-style-type: none"> • No response