



University of Kentucky
DATA STEWARDS MEETING MINUTES
July 15, 2003 11:00am – 12 noon
132 Funkhouser Building

COMMITTEE: Data Stewards
Presiding: Connie A. Ray
Members Present: Jayna Cheesman, Penny Cox, Zed Day, Kathy Hamperian, Jill Esham, Marc Mathews, Jack Supplee, Paul Taylor
Guests: Michelle Bliffen for T. Lynn Williamson; Ruby Watts for Don Witt
CC: Executive Vice President for Finance and Administration Richard P. Siemer
 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 July 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"> • Minutes of our March 25 meeting were distributed. Connie asked everyone to review them for changes. 	<ul style="list-style-type: none"> • Change in location from 230 Student Center to 132 Funkhouser Building. Minutes will be posted with change.
<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 Monthly Data Stewards Report as of June 20, 2003. 	
<ul style="list-style-type: none"> • PRF Update 	<ul style="list-style-type: none"> • #36 HRS Gender/Race Requirement – Completed. Units will now be required to enter the race and gender code for all employees. • #37 DWE Query Repository Changes – Still pending. Jayna stated that we need to educate users on this reporting tool, to enhance the quality, timeliness, and sharing of data across the University. • #38 Department Code Reorganization – In Progress. If department codes are changed, it is felt that major effects on systems internal and external to academic areas will be affected. Will also have a major impact on Finance and Administration areas. 	<ul style="list-style-type: none"> Approved and completed – April 30, 2003.
<ul style="list-style-type: none"> • Project Updates 	<ul style="list-style-type: none"> • Data Warehouse -- Course Management Data Mart – Update from group. There is a need to discuss academic issues with Jeff Dembo, Bob Wiseman and Phil Kraemer before programming can start. • Faculty Database Project - Currently being implemented university-wide. • EBAR Meeting – Zed Day suggested, for Medical Center purposes, adding a few more fields to identify room characteristics and facilities. 	

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	<ul style="list-style-type: none"> • CIP Code Project – In progress • TA Teaching Credentials Project - Completed • Resource Management Data Mart. 	
<ul style="list-style-type: none"> • Other Discussion 	<ul style="list-style-type: none"> • Connie asked the group if they wanted to continue our meetings on the fourth Tuesday of every month. She also suggested that we only meet with the Data Custodians once per semester instead of quarterly as we do now. With the understanding that we can call a special meeting if specific issues come up. • Based on faculty feedback suggesting that the Data Stewards are a bureaucratic group, there was some discussion on the possibility of adding a faculty representative. Connie will talk with Jeff Dembo about this. 	<ul style="list-style-type: none"> •
<ul style="list-style-type: none"> • Next Meeting: August 26, 2003, 11:00 – 12:00 noon, 132 Funkhouser Building 		<ul style="list-style-type: none"> •