

DATA ADMINISTRATION
University of Kentucky Information Resource Management
Project Request Form PRF - 00005

Start Date 3/23/2001 **Received** 4/3/2001 **Status** In Progress

Title Load Supplemental Data to Faculty/Staff Stat File Data

Sector Lexington Campus, Central Administration **Dept** Assessment and Institutional Data, OPBE

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SectorUnitAffected: University wide

System DW **SubSystem** **Type** IV

Mandates

Regulatory/Statutory	Yes	UK Strategic Indicator(s)	Yes	Accreditation Requirements	No
		University-Wide Needs	Yes	Other	No

Requirements/Issues Completion of reports on faculty and staff are mandated by both the state and federal government.

Reference #s Strategic Indicators 1, 7, 9, 10, 11, 13, 16, 18, and 36.

Description Additional data elements need to be added to the Data Warehouse to allow easier access and report generation, and evaluation of strategic indicators. The assumption here is that all the elements in the standard HRS stat file record constitute the basic core of data required for such reporting and analysis, but that supplemental data elements need to be added with each snapshot (extract) from the IDMS data (FES, HRS). These supplemental elements were identified and requested during the IR needs assessment conducted earlier in this process with the Director of Information Resources Management. For example, we need to add all the elements in the FES record types (UXCRC10 and UXCRC12) containing instructor active DOE and other detail information on each instructor's distribution of effort to be able to link effort by instructor data to the corresponding/related information in HRS, FRS, and SIS data. Adding the supplemental data to the Warehouse will increase the efficiency and accuracy of such reporting and analysis. (For more detailed specifications, see the original documentation submitted by the IR Committee to the Director of IRM. This project was previously identified as Control No. 3 on the spreadsheet for "Project Requests for Data Administration" submitted to the Data Stewards on 12/5/00.)

Key Issues

Costs There will be costs associated with the IS programming time for extract and transfer of FES data into the warehouse, system administration time, and time to create Oracle database elements and data definitions. There will also be additional costs associated with report generator software, training, development of user documentation, disk space for storage of multiple snapshots of the same data, and costs associated with the backup and archival of data.

AvailableFunding None beyond that currently budgeted within the IS personnel and operational budget.

Funding Requirements Unknown until detailed analysis determines what new resources are required.

Benefits Ability to efficiently and accurately produce standard UK and Ad Hoc reports, and conduct analysis required to enhance decision making and measure the institution's progress in attaining strategic goals, as well as other activities of an internal or external nature.

Deadline None required, but ASAP preferred.

Risk No specific risk except the present inability to provide critical information in a timely and accurate manner to support management decisions.

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Policy/Procedure Need to get agreement from all interested parties on the timing/dates of the extracts, establish procedures to ensure the data is entered on a timely basis into the online systems, to determine what data is available in the Warehouse for what period of time and if/how archived data can be retrieved, and to establish training and support for users so the University receives the maximum benefit from the Data Warehouse. In particular, the University needs to address the manner and timeframe in which faculty data is entered into the online systems, as it currently varies widely by sector.

Suggested Priority 4

Steward Ray, Connie

StewardApproval 3/23/2001

Dir IRM 1st Review: 4/3/2001