DATA ADMINISTRATION
University of Kentucky Information Resource Management
Project Request Form PRF - 00030

Start Date	9/9/2002	*Received*	9/10/2002	*Status*	Approved

Title TA Credentials Screen

Sector Institutional Research, Planning & Effectiveness *Dept* Office of Vice President

Requested By Connie Ray *Ph:* 7-6384 *Email:* connie@email.uky.edu

SectorUnitAffected: Provost and Medical Center

System HRS *SubSystem* *Type* IV

Mandates

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

Requirements/Issues SACS Criterion 4.8.4 requires that all TAs with full responsibility for a course have at least 18 graduate semester hours in their teaching discipline. The University was found to be out of compliance with this criterion, and we have been asked to provide documentation of a strong, central method for monitoring compliance in the future.

Reference #s SACS Criterion 4.8.4

Description There is currently a faculty credentials screen in HRS, but it has not been populated. This project seeks to make the HRS enhancements necessary to use the faculty credentials screen to enter the credentials and teaching areas of graduate teaching assistants. The Medical Center, which maintains TA credentials in their faculty database, will need to be able to upload the TA credentials information to HRS. Once this is in place, we will have central access to all TA credentials which we can then compare to actual teaching assignments in order to identify incidents of noncompliance, which will be reported to the Provost. Currently, other than the faculty database in the Medical Center, there is no way to monitor centrally and electronically the appropriate use of TAs. This is a long-standing problem, which we must resolve.

Key Issues

Costs IT programming time.

AvailableFunding Current IT personnel budget.

Funding Requirements None other than that above.

Benefits Such a central monitoring system is essential to SACS accreditation.

Deadline To be operational by the fall semester of the 2003-2004 academic year.

Risk If the project is not approved and implemented, it could affect our accreditation. In order to provide accurate data, it will be imperative the departments correctly classify their TAs in both HRS (job titles) and SIS (courses which they are teaching).

Policy/Procedure College level personnel will be required to enter the TA credentials information and the Medical Center will need to upload their TA credentials data to HRS.

Suggested Priority

Steward Ray, Connie *StewardApproval* 9/9/2002 *Dir IRM 1st Review:* 9/10/2002

PRF Review and Approval Tracking
Return to PRF List
Data Administration Home