



**AGENDA ITEM**

- Faculty/Student Ratio – how are multiple instructors handled, how are ratios figured, double counting, etc.
- Review previous minutes
- Review Outstanding Action Items
  - 6/26/02 Tonya will check the source of the data she used for a recent presentation on course demand. (No change in status).
  - 6/26/02 John will check the A&S College Senior Survey to see if there is any course related data which needs to be in the data mart. (No change in status).
  - 6/26/02 Jayna asked members to identify any surveys which may have course related information that needs to be in the data mart of help analyze or improve data analysis. (None have been received).
  - 7/3/02 Gary will talk with Connie Ray to see if any benchmark information is required. (No change in status).
  - 7/3/02 Jayna will talk with Connie Ray about security and how far down and to who it should be authorized. Can it be handled by views (SIS/HRS/FRS?) (This will be discussed at the 7/30/02 Data Stewards Meeting).
  - 7/3/02 Janet will send Jayna a list of people currently receiving the CDR reports.
  - 7/3/02 Jayna will check with Purchasing to see if there is a model for coding equipment.
  - 7/3/02 Jayna will talk with Mark Denomme about the ‘packages’ being defined for smart classrooms. (Meeting on 8/1/02).
  - 7/17/02 Jayna will talk to Bill Pfeifle about chairing the Policy/Definitions Sub-Committee. (7/19/02 left phone message).
  - 7/17/02 ACTION: Jayna will talk with Connie Ray about the College Profile Reports and whether or not information from these needs to be in the data mart. (On 7/19/02, Connie suggested Jayna contact Lu Wang about this.)
  - 7/17/02 : Get copies of surveys from Roger Sugarman:
    - (1) Graduating Senior Survey – questions 14, 16 and 33 (done annually) The Graduating Senior Survey has college information.
    - (2) Undergraduate Alumni Survey – question 1e (done biannually)
    - (3) Graduate Alumni Survey – questions II-8 and II-9 (done biannually)
    - (4) Freshman Survey – will add question about course availability (done at beginning and end of each academic year)
- Review Issues/Data List
- Review IV Chain
  - Should Performance Measures be added for the number of Activity Type and also Activity Type by Delivery Mode.
- Review Data Sort/Aggregation Spreadsheet
  - Calendar/Snapshots for each Performance Measure
- Replace Issues/Data List with Ticklers and Summaries
- Updates from sub-committees:
  - Data Needs
  - Data Quality
  - Policy/Definitions

## AGENDA ITEM

- Reports
- Review element lists and domain values from SIS
- **NEXT MEETING: August 14, 2002, 149 ASTeCC**