



AGENDA ITEM

- 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. (Completed 8/8/02, C.A. Ray memorandum, March 23, 1999).
 - 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 or 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?) (Security was discussed at the 7/30/02 Data Stewards Meeting. Jayna asked all the Data Custodians and Stewards to send her recommendations on these security requirements by 8/7/02. So far, most people feel the security of the data mart/warehouse should mimic the security of the source systems. Jayna asked everyone to provide feedback by Wednesday, August 7, 2002, regarding how security for CMDM should be set up.)
 - 7/3/02 Janet will send Jayna a list of people currently receiving the CDR reports. (7/31/02 Mike Cantrell asked for a copy also).
 - 7/3/02 Jayna will check with Purchasing to see if there is a model for coding equipment. (Completed 8/13/02. Per Gary Link there are several classification systems in existence including the Federal Classification Codes. Purchasing is not using any at this time. Industry and the Federal Government are trying to standardize the codes. Purchasing is waiting on this standardization and on ERP before implementing a system.
 - 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)
 - 7/31/02 Jayna will talk to Connie Ray to see if there is an existing process for calculating faculty/student ratios.
 - 7/31/02 Jayna will ask Connie Ray for a copy of the latest Delaware Group survey.
 - 7/31/02 Committee members should review Performance Measures 49 through 58 and let Jayna or Deb know if additional sort levels are required.
 - 7/31/02 Ruby will submit a PRF (Project Request Form) regarding modifications to SIS for matching the course meeting pattern with the activity type. (Not required.)

- Review IV Chain .
 - Performance Measures 59 – 62 added
 - Delaware Group Study added to External Data
- Review Data Sort/Aggregation Spreadsheet
- Performance Measures 59 – 62 added under Course category but no section assigned yet
- Updates from sub-committees:
 - Data Needs
 - Data Quality
 - Policy/Definitions
 - Reports
- Review element lists and domain values from SIS
- **NEXT MEETING: August 28, 2002, 149 ASTeCC**