



August 8, 2002 - 230B McVey- 11:00-12:00

ATTENDEES: Jayna Cheesman, Brian Hughes, Louise Hensley, Tonya Prince, Ruby Watts
PRESIDING: Jayna Cheesman - Chair

AGENDA ITEM: Identify records, tables and elements in HRS and FES related to faculty for the Course Management Data Mart.

SIS Data:

Record/ Table	Screen	Description/Notes
		Need table in CMDM of all ID and name changes over time for students (and faculty if possible).
		Need table in CMDM of FRS and SIS department number cross-references.
	?	Student email addresses.
	?	Faculty email addresses.
?????????	P40-P49	These are the screens within FES. The percent of effort for instruction is on P43.
IAERCCR	012	Corporate root record in HRS. Contains the employee's ID (social security number), gender, ethnic code, EEO code, start and termination dates, etc. Data is available from 1991 to current.
IAERCEM	011	Employee record in HRS. Contains the employee's current name, but no historical data of name changes is retained. Data is available from 1991 to current.
UXER????	?	Faculty screens in HRS. We need information on faculty rank and title, tenure status, department of tenure, full-time/part-time employment status, degree, where the degree was received, if the faculty member has been admitted to graduate faculty status, country of origin and citizenship information, native "tongue", visa type, etc.

Data Quality Issues:

- Inconsistent ID (social security numbers) for faculty and students between SIS and HRS.
- Ruby indicated the faculty name in SIS is frequently different than the one in HRS. (Louise indicated HRS does not have a "preferred" name field, which would be equivalent to the faculty name used in SIS.) Should we store both in the CMDM?
- Need to build a cross-reference of some type within the DW/DM to account for changes in ID (social security number) over time.
- Faculty data in HRS is not maintained on a current basis.
- Are all of the Teaching Assistants in HRS and how are they identified (i.e. by what title)? Are some paid on student titles, rather than Teaching Assistant titles? How do we identify all of these people?
- Department number for course ownership and who faculty "belongs to" may be different between SIS, HRS and FES. (Brian said FES uses the employee ID and name in HRS, but the department number is entered in both FES and HRS.)

- Ruby indicated faculty can only be tenured in one department within SIS, but Louise thought HRS would allow multiples. (All departments in which the faculty member is tenured should be included in the CMDM.)

Data Quality Reports:

- Report of differences in IDs (social security numbers) for faculty and students in SIS, but not in HRS. (NOTE: Mike Carter has already written these in FOCUS, but they will need to be converted.)
- Report of differences in name for a given ID (social security numbers) for faculty and students between SIS and HRS. (NOTE: Mike Carter has already written these in FOCUS, but they will need to be converted.)
- Report of all students in SIS and faculty in HRS who have had more than one ID (social security number). (History of ID changes in HRS may not be available.)
- Report of SIS students whose have different IDs (social security number), but appear to be the same student based on name and/or birth date, etc.
- Report to pull HRS title for all instructors in SIS, to determine if there are any inconsistencies in HRS titles.
- Report to identify inconsistencies in the departments assigned to faculty in SIS and HRS.
- Report to identify inconsistencies in the departments in which faculty are tenured in SIS and HRS.

Policy Issues:

- The faculty data is not kept current in HRS, so we need to at least increase the frequency of the uploads of the faculty data and/or require the Provost's departments not using the MC Faculty Database to enter the data directly into HRS on a timely basis. However, this will be a significant change that needs to be discussed with Connie Ray, as Gary Lindle's office currently receives the paper documentation and does the subsequent data entry of the information for this group. (Connie Ray has a committee working on the issues concerning collection of faculty data.)

Miscellaneous Issues:

- Jayna told Brian there would be several programming requests pertaining to the Facilities data on the mainframe. Possible tasks include: 1) adding an activity flag to the building and room number records, 2) restoring purged data into the Data Warehouse, etc.

Outstanding ACTION ITEMS:

- **Ruby will send IDD tables to Jayna and Deb. (Completed.)**
- **After MIST updated, pull elements and associated records/tables.**
- **Mike will provide schema and elements. (Completed 8/6/02.)**
- **Update TSO with current Facilities data. (Completed 9/18/02.)**
- **Ruby to review business rules to be sure they are being enforced. Define relationships. Course/student information.**

New ACTION ITEMS:

- **8/8/02 Louise will send Jayna the remaining HRS tables and screens containing the faculty data we need.**
- **8/8/02 Brian will send Jayna the FES table names containing faculty information on percent of effort for instruction.**
- **8/8/02 Louise will verify that HRS will allow a faculty member to have more than one department of tenure. (Ruby gave Louise a faculty member who is tenured in both Physics and Mathematics.)**

- 8/8/02 Jayna will schedule a meeting with all interested parties concerning possible changes to the Facilities files on the mainframe. (Scheduled for 11:00 on 8/22/02.)
- 8/8/02 Jayna will ask Connie Ray about the MC Faculty Database, and if/when the rest of campus might be using it and/or if the rest of campus can start entering data in HRS. (Jayna talked to Connie on 8/16/02, and Connie indicated she has a committee that is evaluating the possibility of the MC application being used by everyone. However, there are issues that need to be addressed before this happens. Jayna asked if the rest of campus could start using HRS until the MC application is available, and Connie indicated she would talk to her committee and others about this possibility. If the campus were to start using HRS to enter the faculty data, an optimal time might be in October 2002 after the next upload from Gary Lindle's office.)