

Institutional Research Systemwide Council Scorecard
Last Updated March 30, 2018

The council exists to promote and support system-wide capacity for collection and analysis of data to guide decisions that improve success on behalf of the University of Alaska System of Higher education, with an emphasis on optimizing resources for the achievement of UAA, UAF, UAS, SW's and UA's missions.

The scope of the Institutional Research Systemwide council is to provide oversight of the following three functions, both central and distributed:

Function	Goal	Deliverable	Current Effort(s)	Status	Recent Accomplishments
A) Data architecture, governance and administration	Establish and maintain a common data architecture and data governance system, including goals, policy, common procedures, strategies, and system of documentation.	Define and advance integration of basic, common data architecture principles and best practices across administrative support and mission area functions system-wide, i.e. standards for data acquisition, accessibility and integrity, reporting protocols and tools, and improving business practices.	Develop policy, regulation, and administrative guidance addressing these needs and goals.	Assigned to IR Officers group	See below
			Simplify existing process data and data definition governance process. Simplify and refine based on stated goals, experiences and needs of individuals who used the process, as well as those identified in the RACI matrix who did not participate in the process over the last year; learn about and incorporate/build from existing architecture, governance and administration processes.	Assigned to IR Officers group. IT Council agenda item to articulate current data architecture and workflow prioritization criteria and business processes in place now and used by universities, functional areas, GFC, etc. will inform the starting point.	RFI regarding desired and required process changes out to IR officers. IT Council discussion on this item continues.
B) Collaborative knowledge network (ongoing)	Develop and lead collaborative, cross-functional plans, strategies, programs and activities, supporting, facilitating and otherwise informing the mission of the council. Priority is on process improvement, standardization, and automation. Promote trust and credibility.	Creation and implementation of a Collaborative Knowledge Network, the "optimal mix of decentralization and consolidation that will support improvements in service and cost effectiveness through the division of labor, and the systematic use of automation, data and process standardization, and intercampus collaboration."	Inventory of current resources and responsibilities and needs	Assigned to IR Officers group	On agenda for Officers meeting to develop basic info
			Assess the technical impacts and resource requirements of transitioning away from the partially duplicative maintenance of major database/data warehouse instances at UA/SW and UAA, each utilizing different database types (Oracle and MS SQL server). There may be significant near-term resource and time costs to both UA/SW IR and IT, and UAA IR to effect the transition.	Assigned to IR Officers group	Funding was awarded for IR council business process improvement proposal for a review the IR functions across the system. This review will enhance the CKN by providing an outline of each offices' strengths and weaknesses.
C) Education and advocacy regarding data-informed decision making	Promote a university culture that has a basic understanding of, and systematically places value on, the collection and analysis of data to guide decisions that improve success, i.e. data-informed decision-making.	Widespread, demonstrated buy-in to the value of data-informed decision making across all university levels and functions, from executives, to technical decision makers, to data entry personnel.	Identify topics and audiences for education platform	IR Officers group to discuss	On agenda for Officers meeting to discuss approach

The Council designates sub-committees, teams or individuals responsible to accomplish objectives in support of the council mission and scope. These may be permanent or ad hoc in nature, and are accountable to ensure the assigned objectives are successfully completed, including communication of outcomes, recommendations, initiatives and/or decisions to the Committee.

Support Committee	Goal	Deliverable	Current Effort(s)	Status	Recent Accomplishments
IR Officer Support Committee	Technical and Operational Work to Achieve Council Goals	As assigned	Task 1: Identifying and addressing gaps in existing data architecture and governance policy, reg and administrative guidance. Task 2: Current requests and items needing attention, not covered under other subcommittees	Topics identified for both tasks, for IR officers to review, prioritize and determine an approach.	Agenda set for upcoming meeting on both task areas
Teacher Education Data & Information Support	UA-wide data and information needs delivered by lead university	UA-wide data and information needs delivered by lead university	Propose option(s) for refined UA Metric on Teacher Education by mid-March 2018; plan to respond to legislative questions on topic; plan to transition the main point of contact for Teacher Education data support to UAS starting July 1; basic data quality improvements including tracking teacher education program participants via centrally available information, such as Banner, rather than soft ledger	Development of refined UA Metric option(s) underway. UAA AVC Holmes leading effort.	Refined metric using award data and Department of Education and Early Childhood Development data has been developed and is being circulated for input.
Research & Sponsored Program Data & Information Support	UA-wide data and information needs delivered by lead university	Meet Research Council & University Relations goals for basic data quality improvements in support of advocacy and operational needs.	See specific deliverables: https://docs.google.com/document/d/1rbba-Tstl6LdTMxE7Ph2e7TNBxh0MEF0h3RxsitAnE/edit?usp=sharing	Recruitment for UAF PAIR Sponsored Program Analyst in development by UAF Director Olson.	Identified initial projects: agency name clean-up, theme codes. Learning about GDPR impact on research - need to coordinate with OGCA, General Counsel, Chief Records Officer.

This scorecard is also available online at: https://docs.google.com/spreadsheets/d/1a0dQCXIOBlznJv_fxFzAUSHT_6jVwKPVnW3xpeUjes/edit?usp=sharing