

Institutional Research System-wide Council Charter

Mission

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.

Scope

The scope of the Institutional Research System-wide council is to provide oversight of the following functions, both central and distributed:

- Collaborative knowledge network (ongoing)
- Data architecture, governance and administration
- Education and advocacy regarding data-informed decision making

Goals

- 1) 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.

Deliverable: Creation and implementation of a Collaborative Knowledge Network (CKN).

- 2) Establish and maintain a common data architecture and data governance system, including goals, policy, common procedures, strategies, and system of documentation.

Deliverable: 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.

- 3) 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.

Deliverable: 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.

Subcommittee(s)

The council will designate 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.

Institutional Research System-wide Council Charter

Reporting / Communication plan

- Share monthly agenda items and meeting outcomes with other system-wide councils, campus and other constituents.
- Communicate roll-out plans for initiatives to key stakeholders, i.e. Summit group, IR function listserv, functional area(s), etc.

Chair

AVP IRPA, UA - Gwendolyn Gruenig

Members

CITO, SW – Karl Kowalski

AV Provost, IR, UAA – Erin Holmes

Director, PAIR, UAF – Ian Olson

Director, IE, UAS – Brad Ewing

Provost, UAS – Karen Carey

VC, Student Affairs, UAA – Bruce Schultz

Dean, COE, UA - vacant, participate when appointed

Dean, CA&S, UAA – John Stalvey

Staff support: *Rita Murphy or Kelly Ott, UA IRPA Research Analyst*

Appointment of a proxy representative to authoritatively represent member's interests in his or her absence for committee business is encouraged.

Meeting Schedule

First meeting: Tuesday, July 25, 2017 from 1:30 – 2:30 p.m.

Weekly meetings through September 1, 2017, meetings will be held monthly thereafter

Face-to-face meetings will be held twice annually

Plan for interaction with other councils

Interaction/collaboration with all councils as necessary and with other councils as issues require.