

OIM Highlights: October 3, 2007

Key efforts underway in the Office of Information Management in partnership with schools, and colleges, and central business units. These efforts focus on shorter-term priorities for improving information management and administrative systems.

Strategic Partnerships and Governance

- **UW-wide Strategic Roadmap for information management and administrative systems (IM/AS) kicks into high gear**
 - UW-wide Roadmap Working Team launches this month to coordinate Roadmap effort and recommend priorities to the Information Management Advisory Committee (I-MAC).
 - I-MAC is drafting principles to guide decision making and priorities for IM/AS.
 - Over 175 staff will be involved in activities throughout 2008. People on task groups, working teams, advisory teams, and I-MAC will identify the current state and develop a future vision and prioritized action plan.
- **Microsoft commits to strategic partnership** by investing \$82,000 in the Business Intelligence tool project, contributing 25% of the total project in free consulting and training. These tools integrate data from any source and deliver Web-based reports.
- **Institution-wide Working Group formed to address Web-application-based risk and security issues** at the institutional level. This was identified as a key security vulnerability for the UW. Recent action includes demonstration to UW developers of Web penetration methods using real hacker tools.

✓ **Active engagement:** Strategic Roadmap will involve more than 175 people across the UW community in planning for the future.

Information Management

- **Top 5 Initiative moves ahead.** Project to answer the Dean's "top 5" data questions launches task teams to explore common data definitions for critical information:
 - **Student headcount** and other student data issues (Student task team)
 - **Faculty headcount and FTE** by appointment type (Faculty task team)
 - **School and college permanent operating budget** by General Operating Funds (GOF), Designated Operating Funds (DOF), and Research Cost Recovery (RCR) (Financial task team)
- **New project looks at tracking student activity.** A project launched by OIM in partnership with Office of Minority and Diversity Affairs is assessing interest by schools/colleges in a tracking system that would use Husky Card swipes to log student participation in events, activities, and services.
- **Data access, integration, and security advanced.** Data Management Committee received widespread feedback on a draft "UW Data Map" that will provide the consistent UW data classification scheme needed to develop institutional policy and procedures on data access, integration, and security.

✓ **Common definitions:** Top 5 teams kick off to identify common data definitions for Faculty FTE, faculty and student headcount, and school and college operating budgets.

Business Processes and Administrative Systems

- **Units soon can "opt out" of receiving paper BARS and BSRS** (Budget Activity and Status Reports). Financial system modifications, to be completed in Oct./Nov., will allow units to elect not to receive these monthly reports, since the same information is available online through MyFinancial Desktop.
- **Work begins on online faculty effort data certification.** The Electronic Faculty Effort and Cost Share (eFECS) project launched new user and technical teams to build a tool that lets staff access and certify faculty effort data online.
- **Improving electronic submission and handoff in partnership with SAGE (System to Administer Grants Electronically) :**
 - Testing new forms and system integration with Grants.gov, which will improve electronic submission of research grants to federal sponsors
 - Developing electronic hand-off between pre- and post-award research administration offices, which will improve setup of new budgets for research
- **Improvements to procurement process move ahead.** A new team has formed and is working on business process improvements to increase efficiency, minimize "work arounds".

✓ **Efficient operations:** Day one of Autumn Quarter, the main administrative server handled over 759,000 transactions, responding on average in 0.13 seconds.