



**Data Access Guideline – Sponsored Program Data**

**Executive Summary**

This Data Access Guideline is a recommendation being put forth by the Office of Research (OR) and the Data Management Committee (DMC) to allow cross-organizational access to Sponsored Program data (currently held in the SAGE database) for Dean’s, Chancellor’s and Central Data Analysts. This access would initially be provided via a business intelligence (BI) tool hosted in the Office of Research Information Services, and later through the same BI tool used to access and develop reports using the Enterprise Data Warehouse (EDW).

**Rationale**

Interdisciplinary research and the growing numbers of programs and departments that report through multiple organizational lines has increased the complexity of planning for and supporting research at the University of Washington. With research funding becoming more competitive, and many funding programs requiring interdisciplinary collaboration, the UW needs to take a more open approach to data access to remain competitive.

**Advisory Opinions Sought**

The Office of Research worked with the DMC to identify an appropriate vetting process. The proposed access outlined in this document was shared with the Research Advisory Board, Executive Faculty Administrators for Research and Research Administrators in the Vice Chancellor’s office at Bothell and Tacoma, and Dean’s offices in: Arts & Sciences, School of Medicine, Engineering, Ocean & Fisheries, Public Health, the iSchool, Social Work, The School of Dentistry, and the School of Nursing.

Although the majority of discussion related to this topic highlighted key benefits to providing broader, cross-organizational access to the roles identified in this proposal, a few concerns were raised during the vetting process:


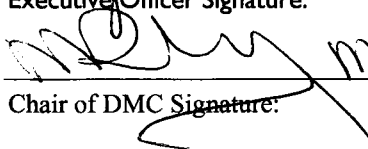
**File attachments** – files that are electronically attached to records in the SAGE database contain sensitive information related to research that is being proposed, as well as confidential information related to Significant Financial Interest management plans. Once stakeholders understood that file attachments live on a separate file server and would not be subject to access permissions defined by this process, no additional concerns related to file attachments remained.

**Developing definitions and usage guidelines** – many felt that developing common definitions and usage guidelines would be an important step prior to broadening access to roles beyond the three identified in this initial proposal (Deans’, Chancellors’, Central). All agreed that this access outlined in this guideline would allow the highest levels of the organization to gain familiarity and comfort with the data, as well as support the development of common definitions and usage guidelines.

Beyond the two concerns outlined above, no additional concerns were vocalized. All discussions ended with a clear agreement to move forward with this proposal.

**Concurrence**

The undersigned concur with the proposed change in data access described in this Data Management Guideline.

			
Executive Officer Signature:	Printed:	Title:	Date:
	Printed: Mike Eisenberg	Title: Chair	Date: 1/8/09
Chair of DMC Signature:	Printed:	Title:	Date: