UI CAMPUS DATA USAGE & COMPLEXITIES

The number of data users on Iowa's campus has increased exponentially over the past 10 years. Overall, it is a wonderful thing and gives departments and programs easier and faster access to institutional data. It is not without its concerns, however.

Most of campus reporting to outside constituents comes from the Office of the President and the Office of the Provost. Each entity, each survey, has its own set of definitions and rules, some with the expectation that they will match with numbers reported to other entities.

The data warehouses on campus are living systems, meaning, the data within literally changes every day. As a result, we rely on snapshots for all of our reported data. For most student data (enrollment, graduation, retention, and completions) the snapshot dates fall on the **tenth day of classes each fall**. For faculty and staff reporting, **November 1** is the day we take "our picture in time" since the detail for the majority of appointments for the academic and/or fiscal year are settled by that date. Without the use of snapshots, it would be impossible to match with 100% certainty data pulled from the warehouse from one day to the next.

The importance of reproducing matching data lies in requests for trend data, requests for data based on a particular cohort of first year students or beginning faculty or defining why one count doesn't match another.

It is also imperative as data becomes more widely shared and used that the data users understand the data sharing rules of each type of data they access. Some of our data is highly sensitive and to publish sensitive data publicly could have serious consequences, either legally or, as in the case with our purchased data (AAU peer data, US News & World Report detail, etc.) cause us to lose access to the data in the future.
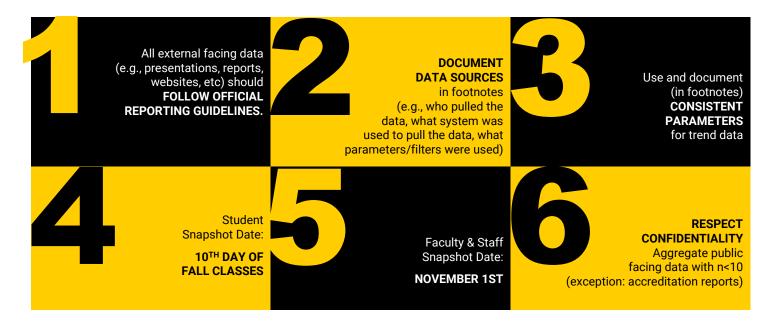
Employees' personal demographic information (e.g., self-reported sex, race, ethnicity, disability, and veteran status) is confidential and should not be disseminated. Access to this information should be limited to appropriate personnel functions, and reporting should only be done in the aggregate. If you have questions about the appropriate use of personal demographic information, please consult with the Office of Institutional Equity (phone 319-335-0705; email oie-ui@uiowa.edu).

Requests for personal demographic information may be well-intentioned but violates confidentiality.

EXAMPLES:
Pulling data on employees with veteran status to provide special recognition around Veteran's Day; pulling a population based on race/ethnicity to invite to a targeted event or committee; and the like are well-intentioned but violate the confidentiality of the information provided by the employee.

A rule of thumb that can go a long way in reporting, correcting, matching or sharing data is carefully defining all criteria - and footnote, footnote, footnote.

1 All external facing data (e.g., presentations, reports, websites, etc) should **FOLLOW OFFICIAL REPORTING GUIDELINES.**

2 **DOCUMENT DATA SOURCES** in footnotes (e.g., who pulled the data, what system was used to pull the data, what parameters/filters were used)

3 Use and document (in footnotes) **CONSISTENT PARAMETERS** for trend data

4 Student Snapshot Date: **10TH DAY OF FALL CLASSES**

5 Faculty & Staff Snapshot Date: **NOVEMBER 1ST**

6 **RESPECT CONFIDENTIALITY** Aggregate public facing data with n<10 (exception: accreditation reports)

DIFFERENCES AMONG DATA SOURCES: Illustration of some differences

	BOR	OFCCP	IPEDS (HUMAN RESOURCES COMPONENT)	HR'S EMPLOYMENT PROFILE
Counts	Employees (headcount) by primary appointment	Employees (headcount) by primary appointment	Employees (headcount) by primary appointment	Appointments (sum of FTEs)
Appointment type/ FTE	Regular employees at 50% or greater*	All regular and temporary employees*	All regular employees; temporary employees at 25% or greater	All regular and temporary employees at any percentage of employment
UIHC employees	Included	Included	Excluded unless they also hold an appointment in the post secondary education division of the university	Included
Student employees	Excluded	Excluded	Graduate assistants included; other excluded	Included
Associate deans or higher rank who also hold faculty rank	Included as Executive, Administrative, & Managerial Staff	Included as Executive, Administrative, & Managerial Staff	Included as Executive, Administrative, & Managerial Staff	Included as faculty
Directors and DEOs who hold faculty rank	Included as Executive, Administrative, & Managerial Staff	Included as Executive, Administrative, & Managerial Staff	Included as faculty	Included as faculty
Individuals of international origin	Included in all counts; no separate categorization based on citizenship status	Included in all counts; no separate categorization based on citizenship status	"Non-resident aliens" (IPEDS term, = non-US citizens) are categorized separately, but are included	Included in all counts; no separate categorization based on citizenship status

* Excluding certain job classifications such as emeritus faculty, miscellaneous temporary (non-student), extern, professional short-term monthly, scholar/trainee, visiting fellow, graduate fellow, and others.

EXAMPLE: How faculty are reported to various entities

REPORT	INCLUSIONS/EXCLUSIONS	TOTAL
Reports/Surveys based on November 1 Snapshot Data (comparisons shown as of November 1, 2022)		
Board of Regents Tenure Report Table 3	All faculty including complimentary appointments, all ranks and all types. Includes administrators with faculty appointments	5,972
Board of Regents Tenure Report Table 3a	Includes paid faculty only, all ranks and all types. Includes administrators with faculty appointments	3,280
IPEDS Human Resources Survey	Full time and part time employees whose primary appointment is a faculty appointment of 25% or greater, all departments, all ranks. Administrators with faculty appointments are not included.	2,902
Miscellaneous Surveys	Full time and part time Tenure Track, Clinical Track, Research Track, and Instructional Track faculty	2,807
Miscellaneous Surveys	Full time and part time tenured/tenure track faculty. Includes administrators with faculty appointments.	1,437
AAUP Faculty Salary Survey	Full time instructional faculty in non-clinical departments (excludes research faculty and administrators with faculty appointments), and includes all ranks including visiting faculty, associates, and assistants in instruction.	1,380
AAUDE Faculty Salary by CIP Code	Full time instructional faculty in non-clinical CIP programs. Excludes visiting faculty, associates and assistants in instruction, research track, and administrators with faculty appointments.	1,369
Departmental Faculty Salary Report	Full time tenured/tenure track faculty in non-clinical CIP programs, top three ranks only. Administrators (Assistant Deans and higher) are excluded	972
Board of Regents Salary Report	Full time and part time Tenure Track, Clinical Track, Instructional Track and Research Track faculty in Collegiate Orgs, Administrators, and Institutional Officers as of July 1.	1,369
Office of Institutional Equity/Division of Diversity, Equity, and Inclusion Reports	Affirmative Action Plan: Excludes administrators (including DEO's); Includes visiting faculty and faculty fellows	2,988
	Board of Regents: Same as above, but excludes faculty with less than 50% appointments	2,737

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