### **Frequently Asked Questions**

1. What is the objective of institutional data collection?

#### Answer:

The objective of the institutional data collection stage is to gather factual information about a university's activities, from faculty and enrolment statistics to research income. This data can be combined with other data sources to create new indicators of performance and more complete institutional profiles. The primary objectives are to keep the institution's reporting burden to a minimum and reduce the number of mistakes.

2. Where the management of institutional data did is decentralised?

#### Answer:

The management of institutional data is decentralized at Berkeley.

3. Write the sixes offices which provide most of the institutional data to the Berkeley campus.

#### Answer:

Six offices provide most of the institutional data to the Berkeley campus:

- a. Planning and Analysis,
- b. Student Research,
- c. Admissions and Enrollment,
- d. Graduate Division,
- e. Space Management and Capital Projects, and
- f. Sponsored Projects
- 4. What are the challenges of decentralization?

#### Answer:

Having multiple campus units perform institutional research functions creates a number of challenges, including content and technical issues, integration of systems and data, and issues of access and ownership. Some of the pitfalls of decentralization are that

- (a) institutional data are at times not shared effectively with planners and decision-makers, with the result that planning efforts are not fully informed;
- (b) institutional data elements are not fully shared among data providers or analysts across campus;
- (c) efforts may be duplicated as several units collect and analyze similar data; and
- (d) Data generated for reports to departments or campus committees are often provided on a piecemeal basis, designed to answer a specific question or set of questions rather than being part of a broader evaluation or research agenda.
- 5. Write the efforts towards data integration.

#### Answer:

Recognizing that data integration is an important requisite for improving the campus's organizational and operational effectiveness, the Chancellor launched a Data Integration Initiative to standardize data and data access policies across campus, and to improve access to campus information through the use of Web-enabled technologies and on-line analytical processing tools.

## 6. Which are the 5 major recommendations on data integration?

#### Answer:

The Working Group's May 2002 report on data integration had five major recommendations.

- 1. Create a permanent Data Stewardship Council to provide a forum for resolving data integration issues such as inter-system communication, data definition, and integrity;
- 2. Analyze shadow systems in use across the campus;
- 3. Direct the Data Stewardship Council to create a mechanism by which a campus-wide report will be produced that articulates a vision for a logical data architecture for the campus;
- 4. Recognize that the work associated with the goals of the Data Integration Initiative and the recommendations of the Data Stewardship Council will require dedicated attention to progress and staff support;
- 5. Recognize the Office of Planning and Analysis as the repository of official campus-wide aggregate and institutional data.
- 7. When did the Institutional Data Gateway established?

#### Answer:

The Institutional Data Gateway, established in Spring 2002.

8. Write the five campus databases included in Data Gateway.

#### Answer:

- a. Cal Profiles, established in November 1998
- b. Cal Profiles Plus, created in November 2001
- c. The Performance Metrics web site, on line since September 2001
- d. The Common Data Set (CDS), launched in August 2000.
- e. The <u>Student Data</u> site maintained by the OSR
- 9. What are student learning outcomes?

#### Answer:

Building on the Data Integration Initiative, as part of its Educational Effectiveness Review, the campus will explore the possible development of a campus-wide strategy for assessing student learning outcomes. The following steps have been identified as ways the campus can improve assessment of student learning:

- Establish protocols by which student data sources may be identified and shared across campus. This has been accomplished in some venues (data distributed by Student Information Systems), but needs to be campus-wide. Expansion of the Institutional Data Gateway is another solution for assuring that key data are shared.
- Encourage committees that supervise broad areas of the institution, such as admissions, enrollment planning, undergraduate education, or graduate education to develop plans for evaluating their processes. This will allow data analysts to collect data for more than ad hoc queries and provide time for in depth analysis.
- Develop a centralized plan for identifying and collecting undergraduate student learning outcome data. Give the responsibility for collecting these data to a single unit. It is also important to create a structure for reviewing and evaluating learning outcome data. There should be some common measures that all departments are assessed on, and some specific to their individual needs.

10. Where is Northwestern Health Sciences University

#### Answer:

Northwestern Health Sciences University has a Federal-wide Assurance of Protection for Human Subjects file with the US Department of Health and Human Services, Office for Human Research Protections.

11.Write the policy of Institutional data collection for non-research purposes. **Answer:** 

Institutional data collection for non-research purposes is the gathering of data from or about university students, faculty, staff, or alumni members by university departments or organizations, with the intent of using the data solely for internal informational or quality assurance purposes or for required data collection purposes. That is, data collected will NOT be accessible (e.g., the Internet) or presented outside the University (e.g., professional meeting) or published (e.g., professional journal).

12.What is the Institutional data collection policy for research purposes? **Answer:** 

Institutional data collection for research purposes is the gathering of data from or about university students, faculty, or staff members by university departments or organizations, with the intention of contributing to generalizable knowledge. That is, data collected will be accessible or presented outside the University.

13. Mention the policy of Student data collection activities

Answer:

• Student data collection activities involving human subjects may range from activities taking place entirely within the classroom or clinical setting to independent research and honors projects. Faculty members who assign or supervise data collection activities by students are responsible for ensuring that such activities are conducted in accordance with University policies and that students are qualified to safeguard the wellbeing of the subjects.

14. What are the uses of demographic study?

#### Answer:

1. Study of Population trend

The study of births (fertility and deaths (mortality) gives us an idea of the population trend of any region, community or country.

If Birth Rate>Death Rate, there is an increasing trend

If Birth Rate<Death Rate, there is a decreasing trend

- 2. Use in Public administration: The study of population movement, that is, population estimation, population projections and other allied studies together with birth and death statistics according to age and sex distributions provides any administration with fundamental tools which are indispensable for the overall planning and evaluation of economic and social development programmes
- 3. Mortality and natality statistics also provide guide spots for use by the researchers in medical and pharmaceutical profession.
- 4. Use to operating Agencies: The facts and figures relating to births, deaths and marriages are of extreme importance to various official agencies for a

variety of administrative purposes. Mortality statistics serve as guide to the health authorities fir sanitary improvements, improved medical facilities and public cleanliness. The data on the incidence of diseases, together with the number of deaths by age and nature of diseases are of paramount importance to health authorities in taking appropriate remedial action to prevent or control the spread of the disease. For example, to control the spread of an epidemic, arrangements can be made for inoculation or vaccination through municipal and district local board agencies.

5. .The whole of actuarial science, including life insurance is based on the mortality or life tables. The vital records concerning all possible factors contributing to deaths in various ages are indispensable tool in numerous life insurance schemes.

# 15.What are the limitations of demographic study? **Answer:**

Some developing countries do not have the resources to acquire very much data on demographic events such as deaths; if they did have the available resources; it is not known what kind of information they might collect.

Apart from biases, users of quantitative data on deaths need to be aware of a number of limitations. A large limitation, globally, is simply lack of information. Many statistics are estimates only. Another limitation concerns lack of knowledge regarding how statistics are calculated, which can lead to misinterpretations.