LUC Approval Protocols Prior to Releasing Data from OIE (Regardless of whether it is public or private)

Updated March 18, 2024
Approved by Provost on March 18, 2024

Please Note

- OIE works with multiple stakeholders in the drafting of a report, presentation prior to it going out of OIE its first step of review.
- At each step, colleagues are welcomed to invite other colleagues into the review of drafts given appropriate Vice President/Vice Provost level approvals depending on data type/report type.
- Also, the implementation of these protocols is completed much more quickly when data is updated from year to year.

Standard Protocol – Any <u>Enrollment</u> Data Reports, Surveys, Presentations, and Analysis Used Across Institution

OIE DRAFT Report/ Presentation Ready for Review outside of OIE



Draft Shared with Associate Provost – Registration and Records (R&R), and VP Enrollment Management & Student Success (EMSS)



Any Relevant Edits Made
by OIE and Second Draft
Shared with Associate
Provost – R&R, VP of EMSS,
and Provost



Data Released to Data
Discernment Initiative
Champions (DDIC) for data
literacy training and
institutional use



Any additional edits made by OIE and then final draft shared with University Leadership Council (ULC)



Any additional edits made by OIE and then shared with Deans Council, PLT, and Provost

Standard Protocol – Any <u>Faculty</u> Data Reports, Surveys, Presentations, and Analysis Used Across Institution

OIE DRAFT Report
Presentation Ready for
Review outside of OIE



Draft Shared with
Vice Provost – Academic
Business, and Vice
Provost Faculty Affairs



Any Relevant Edits Made by OIE and Second Draft Shared with Provost and Vice Provosts



Data Released to Data
Discernment Initiative
Champions (DDIC) for
data literacy training and
institutional use



Any additional edits made by OIE and then shared with University Leadership Council (ULC)



Any additional edits made by OIE and then shared with Deans Council, PLT, and Provost

Standard Protocol – Any <u>Student</u> Data Reports, Surveys, Presentations, and Analysis Used Across Institution

OIE DRAFT Report/
Presentation Ready for Review outside of OIE



Draft Shared with VP
Student Development
(DSD) and VP Enrollment
Management (EMSS)



Any Relevant Edits Made by OIE and Second Draft Shared with VP of DSD, VP of EMSS, and Provost



Data Released to Data
Discernment Initiative
Champions (DDIC) for
data literacy training and
institutional use

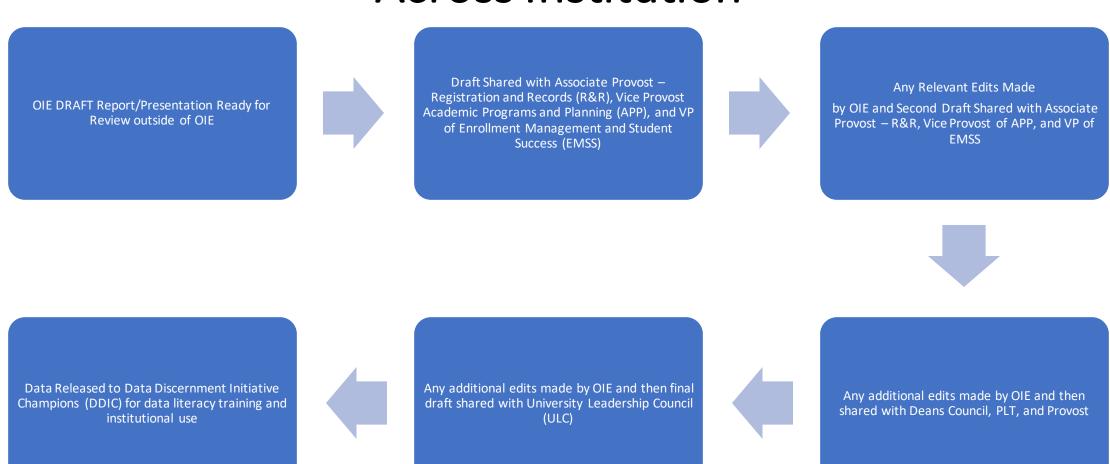


Any additional edits made by OIE and then final draft shared with University Leadership Council (ULC)



Any additional edits made by OIE and then shared with Deans Council, PLT, and Provost

Standard Protocol – Any <u>Academic Program</u> Data Reports, Surveys, Presentations, and Analysis Used Across Institution



Expedited Process for Compliance, Regulatory Purposes, Institutional Peer Reviews, Specialized Accreditation, Rankings, or Ad Hoc Requests NOT Used Across Institution

