

FLORIDA BOARD OF GOVERNORS
NOTICE OF PROPOSED REGULATION AMENDMENT

DATE: April 4, 2018

REGULATION NUMBER AND TITLE: 3.007, State University System (SUS)
Management Information Systems

SUMMARY: This is a “strike all” to the current regulation and adding new language: referencing the new Office of Data and Analytics (ODA) and removing references to the Information Resource Management unit; shifting the focus away from technical procedures to the responsibilities of the Institutional Data Administrators including language from Regulation 3.076 that enable us to repeal Regulation 3.076; broadening and referring to the Board’s multiple information systems rather than only addressing collections for the database; and empowering the ODA to require universities to resubmit data with errors.

FULL TEXT OF THE REGULATION IS INCLUDED WITH THIS NOTICE.

AUTHORITY TO PROPOSE REGULATION(S): Section 7(d), Art. IX, Fla. Const.;
BOG Regulation Development Procedure dated March 23, 2006.

THE BOARD OF GOVERNORS’ OFFICIAL INITIATING THE PROPOSED
REGULATION: Tim Jones, Vice Chancellor, Finance & Administration

COMMENTS REGARDING THE PROPOSED REGULATION SHOULD BE
SUBMITTED WITHIN 14 DAYS OF THE DATE OF THIS NOTICE TO THE
CONTACT PERSON IDENTIFIED BELOW. The comments must identify the
regulation on which you are commenting:

General Counsel, Board of Governors, State University System, 325 W. Gaines
Street, Suite 1614, Tallahassee, Florida 32399, (850) 245-0466 (phone),
(850) 245-9685 (fax), or generalcounsel@flbog.edu.

3.007 State University System (SUS) Management Information Systems

- (1) The Board of Governors shall maintain information systems for managing requests for information from the Board Office to the State University System institutions.
- (2) Each university president shall appoint an Institutional Data Administrator to be responsible for managing university responses to the Board's information systems for official information requests - including routine annual requests and ad hoc special requests.
 - (a) Institutional Data Administrators shall take the necessary actions to ensure that the information provided is accurate and adheres to the criteria and definition standards included in the information request. The data submission process for the State University Database includes an electronic certification in which the Institutional Data Administrator certifies that the data represents the University for the term(s) being reported.
 - (b) Institutional Data Administrators are responsible for providing complete responses to information requests within the time period specified by the Board Office. Institutional Data Administrators will have an opportunity to provide feedback to the Board Office about the information criteria and definitions.
 - (c) When errors are identified the Institutional Data Administrator will ensure the necessary actions are taken to correct data errors. If errors are identified within a data submission to the State University Database that the Board has already accepted and it is after the submission's due date, then the Institutional Data Administrator shall email a resubmission request to the Office of Data and Analytics that includes a completed Data Resubmission Form. The schedule for resubmissions to fix errors will be specified by the Board Office.

Authority: Section 7(d), Art. IX, Fla. Const.; History: New 12-06-07; Revised

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