Data and Analytics Capabilities Self-Test

Grading Key

Please indicate **how well** each statement describes your institution.

1	2	3	4	5
Not at all	Poorly	Somewhat	Fairly well	Well

Data Strategy	Attitude Towards Data and Analytics	Data Governance Leadership	Policy-Making and Coordination	Data Definitions
The institution has a formal data plan which articulates the steps to be taken to better leverage data and which names those responsible for executing those steps. Score:_____	Campus members recognize that data is an institutional asset and as such is not owned by individuals or departments, but is owned by the institution. Score:_____	A designated individual(s) oversees data governance and management, working in tandem with unit-level data stewards. Score:_____	Our institution has effective mechanisms for setting and reviewing data policies and for adjudicating cross-unit data stewardship issues (e.g., who is responsible for granting access). Score:_____	We create and regularly update clear, institution-wide definitions for commonly used terms (e.g., "student"). Score:_____
Campus leaders have articulated the specific benefits (e.g., student success, financial efficiency) they hope to achieve by investing in data analytics. Score:_____	Leaders promote a culture of data informed decision-making, pressing campus to base resource decisions and choices on fact, not intuition. Score:_____	We distinguish between strategic and operational data issues and match the seniority and expertise of people to the data governance activities we task them with. Score:_____	Campus stakeholders know that we have data policies and can easily refer to them as needed. Score:_____	We have a data dictionary that is accessible and understandable for all campus stakeholders. Score:_____
Subtotal: [ ]	Subtotal: [ ]	Subtotal: [ ]	Subtotal: [ ]	Subtotal: [ ]

Copy These Scores to Page 3

Select Best Practices and Tools Available to IT Forum Members

Data Quality Action Plan	*Institutional Data Ownership*	*Bicameral Data Governance*	*Fast-Cycle Decision Frameworks*	*Pop-up Data Dictionaries*

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Data Quality Assurance	Data Security	Data Accessibility	Analytical Staff	Decision Support
We actively monitor for anomalous data in enterprise systems and take steps to identify and remediate the underlying causes. Score:_____	We have clear security protocols regarding data storage, access, sharing, classifications, etc. which are well understood and uniformly applied. Score:_____	Our institution grants data access on a principled, (semi-)automated basis. Score:_____	Analytical staff possess an appropriate mix of decision support skills (data modelling, visualization, etc.) and data retrieval skills. Score:_____	Analytical resources are structured so that campus members are guided to the most useful resources while end users' needs and usage patterns are monitored to determine future investments. Score:_____
We hold units accountable for data quality by designating unit-level stewards and monitoring compliance with university-wide standards for data cleanliness. Score:_____	Our institution has a standardized method for segmenting confidential data from public data. Score:_____	Institutional data-of-record is clearly identified and readily accessible from a common or centralized location. Score:_____	Business units have access to analysts with the knowledge they need; users can get answers to both business-line specific and enterprise-level questions. Score:_____	Decision makers are fluent in the use of data and knowledgeable about how to apply institutional reports to their decision making needs. Score:_____
Subtotal:	Subtotal:	Subtotal:	Subtotal:	Subtotal:

Copy These Scores to Page 3

Select Best Practices and Tools Available to IT Forum Members

Unit-Level Data Quality Scorecards	Role-Based Data Access Rights	Institutional Factbook Configurator	Just-in-Time Expert Network	Demand-Driven Report Enhancement

Data and Analytics Institutional Capabilities Score

Copy Scores From Pages 1-2 Below and Add Up to Discover Your Data Type!

Page 1

Data Strategy

Attitude

Governance Leadership

Policy Making

Data Definitions

Page 2

Data Quality

Data Security

Data Access

Staff

Decision Support

20-30

31-50

51-70

71-90

91-100

Your Data Score

Stuck at the Starting Gate

Your institution is sitting pretty—pretty behind the times. As the world of higher ed marches steadfastly into the data revolution, you're still fixing desktops and pestering the ankles of those sitting at the table. Time for the journey to begin.

Barely Begun

You're starting to make headway. Maybe you're evangelizing and people are starting to take notice. But there's no coherent plan, and no-one is taking steps toward an enterprise-wide data-asset revolution. You need more guidance and guardrails, but at least you're on your way.

Gathering Steam

You've got your committees and stewards; you've got a plan. Someone's leading the charge and people are plodding along--but mostly at higher ed's typically glacial pace. Although you've got the right folks beginning to line up--you just need the right approaches and structure to push them over the line.

Leading the Pack

When it comes to data initiatives, you're ahead of the curve. You've got standards and documentation, stewards and evangelists. Your data is inflecting decisions and the institution is deriving strategic value from your hard work. It's hugs and smiles--not doom and gloom--when IT walks into the room.

I-for-Innovation

What data problem in higher education? Your university is humming with the excitement of seamless data flows careering through the institutional ether. Data-driven decision-making feeds off clean, secure data, and silos are a thing of the past. "Student success" and "Institutional Efficiency" have replaced traditional business concerns, and you're making real headway against strategic goals. Well done you, Data Hero.

Looking to Improve?

The IT Forum has a library of best-practice research to aid you on your data journey. Talk to one of our researchers about the services we provide.