DRAFT MEETING MINUTES

Utah Data Research Center Advisory Board
Tuesday December 2nd, 2024
Digital Meeting (link on calendar meeting invite)
10:00 am – 11:00 am

Attendees:

Board

Carrie Mayne	Chris Williams
Rick Little	Carolyn Dennis
Aaron Brough	

Staff Support
Natalie Reidhead

Attendees

Jay Chandra	Sarina Ma
Jeremias Solari	Karen Tao
Ari Fenn	Alicia McIntire
Wei Li	Britnee Johnston
Connor Hill	Swathi Kukunarapu

Agenda

I.	Welcome	Jeremias Solari

Meeting Convened at 10:03 am.
Previous meeting was May 21st, 2024.
Next meeting will be at the end of Q2 2025.

II.	Review Minutes from Last Meeting	Jeremias Solari

Meeting Minutes were sent to Board members and meeting attendees.

Recommendation:

No questions or comments; minutes are considered approved.

III.	Administrative Update	Jeremias Solari

The UDRC is fully staffed for the first time since 2022. Britnee Johnston and Swathi Kukunarapu have joined the team.

Note: Reasonable arrangements for persons with disabilities will be made if requested. Please contact Natalie Reidhead (natalie.reidhead@ushe.edu)

Britnee Johnston is the UDRC Assistant Commission of UX. She came from the University of Arizona where she was a research analyst at the Native Nations Institute. Britnee is also currently a PhD student there. Her research there was about Indigenous women in the workplace and the educational and cultural supports that help them succeed. She previously worked in Utah at the Department of Workforce Services and at the Utah Data Research Center. She is happy to be back in Utah.

Zach Barrus was the individual who used to manage the UX group. Zach left several months ago and Britnee has filled his role and we are happy to have her.

Swathi Kukunarapu is a new senior data engineer. Before coming to the USHE office she worked as a data engineer for 5 years with DCS. She primarily collected and cleaned up data so that it could be processed efficiently.

Swathi reports to Assistant Commissioner Jay Chandra.

Bridge, we have two major items that we're focused on at this point. Business and technical requirements. Thank you to everyone for assisting in drafting the business requirements and providing feedback. This feedback is instrumental in creating a system optimized for all users, including our data partners. Once UDRC has everything aligned in the final version they will communicate with Burwood, our third-party vendor. Burwood will then update the technical requirements to be aligned with the final business requirements. The business and technical requirements are 95% aligned, so the business requirements and the feedback that was received from our data partners were not strongly material, which is great news.

The next component of this project is the legal framework. UDRC completed the legal framework summary with assistance from the advisory board. Jeremias thanked everyone for providing invaluable feedback and insight into what the summary will need to include to ensure a good strategy in creating a legal framework that will allow UDRC to do what is needed in the future. Four components have been created for that legal framework. Formalizing, MOU's, operations, and systematic. The first step will be to meet with a point of contact and discuss the strategy, and the second will be to meet with legal and privacy groups. This work will begin soon, in December, and conversations will be more detailed.

The UDRC research agenda started in July of 2024 and ends in June of 2025. Currently, work is being done on priority numbers six, four, and three. Starting in January work will begin on priority numbers one, two, and five. Although these are in priority order it has to be considered whether or not the data is available to do the work. UDRC is looking forward to getting this work underway, especially as it relates to the ASQ (Ages and Stages Questionnaire) items. Rick, we have had discussions with people, like Dakota, regarding what to study as it relates to ASQ

and educational outcomes. UDRC will be specific about what that means and how that will look starting in January. The UDRC research agenda for 2025/2026 will begin in July. In May the request will go out for new agenda items. Begin having internal discussions about the research topics you would like to see on the agenda. UDRC can send a reminder email in January if it is needed.

UDRC will be adding a step to the data request process. Historically data partners are not notified when a data request has been fulfilled, only when submitted. Now, moving forward, when UDRC sends a data request or fulfills a data request, a notification will be sent telling you that your data is being used for that specific request.

Rick asked if this will be applicable to both Bridge as well as the more traditional UDRC processes? Jeremias indicated that partner data use notification is for UDRC legacy. In regards to Bridge, you will logon to a user interface and will be able to see information on a minute-by-minute basis in an automated way rather than an email.

With the completion of the UDRC Legacy version 5 warehouse we are able to grant access to your de-identified data. This is only for UDRC data partners and partners that communicate data to us, those are one in the same. A model will be created for data partners to request access to de-identified data from another partner for research purposes. The requested data partner will be notified and approve or deny the request. If it is approved, UDRC would grant access to the de-identified data. You will be involved in creating the SOP for these requests. We want everyone to feel comfortable and safe in this environment.

Aaron asked if there will be a time limit to the access given with predetermined questions? Also, will the Advisory Board be adequate to provide approval? Is this what UDRC is thinking? Jeremias stated that UDRC will have anyone requesting data complete a form. The form will be sent to the data partner for review, approval, etc. A model will be made that makes sense for all data partners. There are specific privileges that a request is endowed with and will need to be considered in this process. Within the group here, there will need to be an approval of the process. We need to ensure that the data partner is doing its own secondary disclosure check before communicating research findings internally or to an external audience in the form of a research document. It may be similar to something we have when we release data. We will need a unanimous agreement from this group in order for this to move forward.

HB244, UDRC coordinated extensively with OLAG for the usage of UDRC de-identified data for their purposes. UDRC met with OLAG to review the MPI process. OLAG confirmed the de-identified data will be sufficient for their needs.

IV.   Technology Update   Jay Chandra

Legacy System; All core and crucial components of the system is operational now. In 2025 UDRC is focusing on reimplementing the following outstanding components which include the automated warehouse operation and the data request process. Currently, his team is processing the data that was received from our partners. This includes data from USBE, Student Master, Enrollment, High School Cohort, Student Test, SCRAM, SAGE Student Test, and WIDA Student Test. The team is also working on USBE Student Courses. Next, they will process the ASQ data with a target to complete all data processing by early January 2025. Once that is complete, data partners will be given access to all integrated data that was received from data partners. UDRC will coordinate with all partners to ascertain who should have access for QC/Internal research purposes.

Bridge SLDS Grant task has been achieved. Working on expanding the UDRC's system to manage the current and future transactional data demand for the state of Utah. Working with data partners to integrate all feedback that we have received from them.

V.   Research Update

Ari commented that it has been a great year for research and thanked Karen and Alicia for all of their hard work and representing the UDRC well.

    V.1 – Charter Schools   Karen Tao

      Currently working on integrating feedback from data partners peer reviews. Will be sent to Communications for review. Then, formatting of final report and development of data narrative.

      Outcomes for STEM Students   Karen Tao

      Initial partner meetings are complete. Data collection complete. Building models and developing visualizations for the pipeline. When that is complete, will meet with data partners to present interim findings, write first draft, then send for peer review.

    V.2 – Cost of Living   Connor Hill

      Analysis and report are complete. The data narrative is with the UX Team. Will publish the report and data narrative sometime in the next couple of months.

Changing Employers and Wages   Connor Hill

Implementing data partner feedback and working on the first draft. Internal and external review should be in the next month.

V.3 – Nursing Occupational Pathways   Alicia McIntire

Publication of report and dashboard imminent

Prior Learning Assessments   Alicia McIntire

Publication of report and dashboard imminent. Report has gone through Communications and dashboard is in final stages.

Engineering Pathways   Alicia McIntire

SQL review complete. Analysis in progress. Analytic review should happen very soon

Education and Workforce Outcomes by Program   Alicia McIntire

First draft is complete and awaiting review.

VI.   UX Research Update   Britnee Johnston

Three Data Narratives were released in 2024.

Gender wage gap for women of Color
Return on investment of USHE awards
Median wages before, during, and after COVID-19

There was a total of 660 views on those data narratives in 2024. The UDRC website received 3800 active visitors and 10,000 pageviews. There is a strategy in place to implement a new product release plan that will include a public webinar for new research products. The hope is to increase awareness of our research and increase visits to the website. The webinars will be recorded and posted to the UDRC website.

Continuing to build data narratives. Those coming in the future are:

Prior Learning Assessments
Nursing Occupational Pathways
Cost of Living will have a new look and feel with a new data narrative.

VII.   Public Comment

No public comments or questions

VIII.   Adjourn

The meeting adjourned at 10:40 am