USF InfoCenter

ABOUT

The USF InfoCenter is a product developed by the Decision Support System unit within the Office of Decision Support. The overarching function of the DSS unit is to provide relevant, accurate, and useful management information to variety of internal and external clients. As the leader in implementing a coherent reporting strategy for USF, DSS continues to develop tools, such as the InfoCenter, to drive this effort.

Websites:
InfoCenter     http://usfweb3.usf.edu/infocenter/
Decision Support Systems http://ods.usf.edu/DSS/
Office of Decision Support http://ods.usf.edu

OVERVIEW

The InfoCenter is divided in four main sections. This document outlines the aforementioned sections, providing a general visual depiction, key areas of focus, and additional relevant information.

Main Sections of the InfoCenter:

- Executive Summary (also referred to as EIS)
- InfoMart
- Administrative Reports
- Surveys & Publications

Additionally, it is worthwhile to note metadata made available to the user across every section of the InfoCenter.

Metadata:

- My Briefcase—allows users to save reports worked on during the current session for easy reference
- Documentation—provides users with system documentation and a glossary of terms, as well as other miscellaneous useful data links, including useful state and national sites
- Sitemap—provides users with the InfoCenter sitemap
- Contact Us—provides users with key contact information
- Data Dictionary—provides users with relevant data mappings, table definitions, and site usage statistics
EXECUTIVE SUMMARY (EIS)

This section interchangeably referred to as “Executive Summary” or “EIS-Executive Information System”, houses a series of user-driven reports. Reports are designed by the users’ selection of data by domain (i.e., student, faculty, finance, cross-functional), campus (i.e., USF System, USF System less USF St. Petersburg, Regional Campuses, USF Tampa, USF Sarasota-Manatee, USF St. Petersburg, USF Polytechnic), college (i.e., all colleges, all USF Health combined, all Except USF Health, and by individual college), and department (i.e., all departments and by department once a college is selected).

Shaded area lets the user know what section they are using.

Reports are driven by selection of data by these categories.

Section being used is also indicated in the upper right hand corner.
EXAMPLE—Fall Student Headcount Trends

For ease of navigation, data selections made by the user are updated in this toolbar.
INFOMART

The Infomart section of the InfoCenter provides users with reports on several data elements pertinent to students at the university. Such reports include: Student Headcount, Student Course Load, Student Credit Hours, Student FTE, and Degrees Awarded. Drop down options are available to the user to specify the parameters being sought.

EXAMPLE—Student Headcount

For example, a user could specify the report type—student headcount by ethnicity, term—Fall 2009, benchmark—final, campus—USF System (Total University), college—All Colleges, department—All Departments, and major—All Majors. The user would then “generate the report” and the following would be generated:

Description of the report is provided for the user.

Parameters selected by user are visible.

Metadata are consistent throughout most sections of the InfoCenter.
For faculty related data, the employee related reports are also included in the InfoMart which provides users with reports on several data elements pertinent to faculty at the university. Such reports include: Employee Counts by Payplan, Faculty Counts by Tenure, Faculty Counts by Rank, Employee FTE by Payplan, Faculty FTE by Tenure, and Faculty FTE by Rank. Drop down options are available to the user to specify the parameters being sought.

**EXAMPLE—Employee Counts by Payplan**

For example, a user could specify the report type—Group by Payplan, term—Fall 2009, benchmark—final, campus—USF System (Total University), division—All divisions, department—All Departments, payplan—All payplans, rank—All ranks, tenure status—All tenure status, and instructional status—All.

The user would then “generate the report” and the following would be generated:
ADMINISTRATIVE REPORTS

Another section included in the InfoCenter is the Administrative Reports section. This section evolved after specific reports, not readily accessible through other reporting tools, were repeatedly asked for by users. Such reports include: Student Counts (Funding), Student Counts (Physical), Student Headcount (CIP), Student Credit Hours (CIP), Degrees Awarded (CIP), Room Utilization, Term to Term Retention, Section Count by Size Range, Grade Distribution, Student Load Matrix (Counts by Homecampus), and Course Load Matrix. Drop down options are available to the user to specify the parameters being sought.

EXAMPLE—Degrees Awarded by CIP

For example, a user could specify the degree type—All degrees, term/academic year—academic year 2008-2009, campus—USF System (Total University), college—All colleges, department—All Departments, and major—All majors. The user would then “generate the report” and the following would be generated:
SURVEYS & PUBLICATIONS

Stemming from the goal of a “one-stop-shop” for data related needs, another section included in the InfoCenter is the Surveys & Publications section. A function of the Office of Decision Support collectively, includes survey administration and/or reporting. To this end, having one section where all survey related information is housed is useful for our users.

Surveys are grouped in two general categories, external and internal surveys. Additionally, the Office of Decision Support develops various publications, all of which are updated on an annual basis, in support of the data driven institutional environment of the University of South Florida.
While both the survey and publications sections will continue to be updated as necessary and appropriate, the following is a listing of surveys, publications, and useful links currently found through this section of the InfoCenter. Basic information about each survey and publication listed, along with relevant links, are available.

**External Surveys**
American Association of University Professors (AAUP)
The Council of Graduate Schools and the Graduate Record Examinations (CGS/GRE)
USF Common Data Set (CDS)
Princeton Review
US News & World Report (USNWR)
Integrated Postsecondary Education Data System (IPEDS)
NSF-NIH Graduate Student & Postdoctorate Survey

**Internal Surveys**
USF Safety Guide
Candidate Surveys—Bachelor’s and Graduate
The College Student Experiences Questionnaire (CSEQ)

**Publications**
USF Facts (pocket facts)
USF Planning & Performance Matrix
USF Points of Pride
BIG EAST Peer Comparisons
Useful Links*

*“Useful links” includes a series of important links sorted in the following category: National, State, and USF specific.