

# Trustee Web Database System

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## Project Summary

The Ohio Board of Regents (OBR) is charged with monitoring and tracking the appointment and vacancies at all of Ohio's public colleges and universities. Currently there is no standardized method for:

1. Tracking trustee appointment status, appointment date, term dates, trustee vacancies or Senate confirmation date
2. Informing the institutions of higher education, Attorney General's office, general public and the legal counsels at each respective school, of new Trustee appointments by the Governor

Additionally, there is no central location where institutions of higher education, stakeholders and the general public can go to easily view or obtain information about the Trustees at the respective Ohio public colleges and universities.

## Project Goal

The project goal is to provide the Ohio Board of Regents with a Project Management Plan which includes the development of:

1. A database of the Trustee information
2. A website where stakeholders and the general public can view information about the Trustees

## Project Outcome

The outcome of this project is a Project Management Plan for the Ohio Board of Regents to develop a process in which there is one (1) source of information (The Governor's Office on Boards and Commissions) which will retrieve information about the Ohio public colleges and universities Trustees. The information collected will be input and stored in a database and displayed on a webpage, connected to the existing Ohio Board of Regents website.

The process should include the following deliverables:

- Connection to the internet
- Publish information on the internet
- 24-hour access via the internet
- Maintain current and historical data on the Trustees
- Secure confidential information
- Produce reports based upon searchable criteria
- Generate email notifications for internal and external customers
- Convert and/or migrate existing data
- Provide training and outreach for customers

## Project Benefits

The implementation of the Project Management Plan will be a benefit to the Ohio Board of Regents by reducing public information inquiries, reducing internal processing time of Trustee information requests, improving data accuracy, increasing public accessibility to Trustee information and providing greater staff utilization.

## Project Team

For more information about this project, contact team members:

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