

## DART Community Support Subteam Minutes, 05-25-16

Attendees: David Wilkins, Susie Irwin, Kathi Robinett, Krista Pettersen (by phone)

- Review/Approve minutes of 4/27/16. **Approved.**
- Leadership vote & length of term. **David Wilkins was elected unanimously.**
- OneDrive working okay? Virtual meetings? Suggestions for usage improvement. **Group said OneDrive is working well.**
- Review current support offerings (located in Support Resources folder in OneDrive) and Proposed Priorities on OneDrive Virtual Meeting 5/11/16 folder. Are their projects or recommendations this team could/should pursue to that would add reporting support value to the DART community? **The team reviewed the Proposed Priorities document, discussed the options entered, and seemed to settle on a project of trying to uncover Cognos reports created by departmental authors, which might be useful to the campus. Some offices don't know that desired data is even available. How can we spread the word? The group discussed ways to solicit authors for lists of their reports that might be useful to a campus audience if moved to a Production folder. Authors could be emailed and asked to send report names and locations of reports that might be candidates for production. Authors will also be asked which reports are most often requested of them. For any reports to be moved to production, assistance should be provided to authors to help them parameterize reports or otherwise change them so they comply with Cognos standards.**
- DGCC Project Proposal Form. **David showed the DGCC project proposal form, and said that any proposal requiring governance would require each of the questions to be answered before submitting a proposal.**