

Data & Reporting Team (DART) Minutes, 12-14-17

Bizzell 339

Minutes from last meeting: Virtual Meeting, 10-26-17

DART Communications/Community Support

David Wilkins presented a proposal to fold responsibilities of the DART Communications subteam into the DART Community Support subteam, which handled all user communication during the recent Cognos 11 upgrade. DART Communications would then be disbanded. A slight change to the DART Community Support charter will be required to note communications activities. Both subteams were in favor of this move.

The larger DART group approved this change. David will change DART Sharepoint and the DART website accordingly.

Cognos Analytics (Cognos 11) post Go-Live Review.

The group reviewed pre- and post-Cognos Go Live support activities and general user sentiment. All-in-all, the Cognos update has gone smoothly to date. Susie Irwin will get with Carlos Alca on the timeframe for OU-specific templates to be implemented. The group also discussed branding terminology: Cognos 11 or Cognos Analytics. Going forward, the Cognos product will be branded in user communications as Cognos Analytics with Cognos 11 in parentheses to associate the two, and later this spring it will be referred to as Cognos Analytics only. IT will place OU-specific branding on the Cognos logon screen.

Academic Technology Expo—New Admin Office Track was the first track to fill up!

David expressed appreciation for people stepping up to fill the new Administrative Office track. Brendan Klein, Matt Wesley, Eric Blazek, Susannah Livingood, and others submitted presentation proposals. DART members were encouraged to attend the ATE, which takes place on: Thursday, 1/11/18 at Innovation Hub on south campus, and Friday, 1/12/18 at OMU, 3rd floor. There will be one Administrative Track session presented by Sierra Smith regarding the IRB on Thursday, and the remaining Administrative Track sessions will be on Friday in Associates Room of OMU. There will be good food, informative presentations, networking opportunities during the ATE.

On-Deck Items for 2018? The following were mentioned:

- A minor Cognos release will be implemented
- Banner 9 is live now but a mandatory changeover will take place in December, 2018, as Ellucian is dropping support for our current release. Michelle McDonald is project lead for that project.
- Update from Matt Wesley on the Data Services warehouse project: We're looking at creating a data mart for HR sometime in Summer 2018, but it will not encompass all the information that is

currently available in the PS schema, and therefore can't replace the PS schema. From that data mart, we'll work with HR and IRR (and anyone else with access) to see what additional functionality needs to be built out in our warehouse (including the currently unavailable tables). We'll get those created and tested before we start the decommissioning of the PS schema process.

DART Subteam Updates

- **Communications** (David Wilkins). Proposal to fold responsibilities into DART Community Support (previously discussed).
- **Community Support** (David Wilkins). Proposal to fold in DART Communication subteam responsibilities into this group (previously discussed).
- **Data Dictionary** (David Wilkins) This subteam has recently created 98 new data dictionary entries for tables, which have been posted to the [Online Data Dictionary](#). The team will continue working on table and column data dictionary entries. This team has also revised data dictionary columns for the 'intersession' columns in Student_OU, with the updated definitions reflecting the new terminology: winter session and spring session.
- **Data Review** (Patti Otto) Patti Otto was elected leader of this subteam, and will help monitor data requests that may warrant DART review and possible input. Future meetings of this subteam will likely be held virtually.
- **Data Quality & Training** (Brendan Klein) This team has added a new data quality issue to pursue: the updating of Manager ID in Peoplesoft so that departmental hierarchies can be established and reported.
- **Policy & Recommendations** (David Wilkins) This group has published the [IT- and Data-related committees document](#) to its page on the DART website, and it will be sent to all DART members. A has been placed on ITC website, and committee chairs notified of location. There will be an annual review/update of this document each August. Per the regent agenda two new data governance groups will be formed—one each for the HSC and Norman campuses. Stay tuned for details. Patrick Livingood will initiate an ITC review of older policies for possible decommissioning in the spring.
- **Reporting Tool Training** (Susie Irwin) Four Cognos Office Hours sessions and two Consumer Overview classes have been offered since Cognos Analytics Go Live. Susie has offered personal assistance to others since Go Live. Susie will also be conducting author training for Financial Aid, per request of Kathi Robinett. Susie will create new trainings highlighting the new features of Cognos Analytics in the spring. We will also look at the IT SharePoint group as a possible model for Cognos knowledge-sharing.

Next meeting: February 22, 1018