

DART Data Dictionary Subteam Meeting Minutes, 05-04-17

Attendees: Matthew Grover, Marcus Glenn, Susie Irwin, Lisa Moore, Barbi DeLong, Lindsey Johnston, Matt Wesley, David Wilkins

- Review D2L metadata. David reported that since the last meeting, he has had conversations with Matt Wesley that indicated that IT (Kevin Buck, Eric Blazek, possibly others) will review the D2L draft metadata and cull out those columns which have no reporting value. This subteam will be presented with a revised version of D2L metadata and continue our work with that version.
- Metadata process flow for Data Dictionary Subteam. David presented a revised draft of a process flow diagram, charting how metadata flows to this group, communication channels, and how metadata ready for publication is sent to IT for promotion to Oracle tables where the metadata can be consumed via the web app. Matthew Grover suggested that approximate timelines be placed at each stage so that people know what to expect. David said that timelines may vary according to the breadth and complexity of a given project, but perhaps some rough time estimates and further documentation could be added to the process flow.
- Collibra, Data Cookbook, and Informatica discovery. David suggested waiting until IT was ready to meet about Informatica's capabilities before moving forward on this project. Once we can learn more about Informatica, then we can revisit or pursue more information on Collibra and Data Cookbook while Informatica's capabilities are still fresh in everyone's mind.
- Table Metadata Project. Many tables are still lacking data dictionary entries. The team began writing draft table metadata. Some content-specific tables will have metadata defined by subject matter experts. These are Admissions (Chris Wallace), Bursar (Brad Cook) and Financial Aid (already defined by Kathi Robinett). Draft metadata will be sent to Terry Martin for review. In all, 145 tables need metadata entries.
- Other issues? None were raised.
- Next meeting: May 18, 2017