

DART Data Dictionary Subteam Minutes, 08-18-16

Present: Lindsey Johnston, Barbi DeLong, Kathi Robinett, Mackenzie Grover, Lisa Moore, Marcus Glenn, Susie Irwin, David Wilkins

- Review and approve minutes from prior meeting on 8/4/16. **Approved.**
- DART Website: David reviewed the proposed DART website content for the Data Dictionary Subteam Page.
- Data Cookbook: The team shared thoughts on the Data Cookbook, based on the video tour of the product from the last meeting, and personal investigations of the product. Concerns were cost, and for the Cookbook to offer real value and achieve its potential, procedures would have to change on campus that would require mandatory participation to take advantage of the Cookbook's functionality. The subteam was pessimistic that could happen.
- ODS Data Overview: The team would like to create a guidance document that helps people more easily find where data is located. The team reviewed current support/guidance documents and brainstormed ideas. The next meeting will focus on tangible ways we may create an overview.
- Expanding Office Hours/Support: David mentioned that some have voiced interest in expanding Cognos notifications to academic chairs and directors, to be sure they know what reports and data may be available to them. This reaching out may increase the need for Cognos support to this wider group. This idea was mentioned, but not discussed fully in the interest of time.
- Next Meeting: 9/1/16