DART Data Quality & Training Subteam Meeting Minutes, 03-13-18

I. Review updates from December meeting.

A. Open and Ongoing Issues

1. Issue 1: Manager ID in Peoplesoft for Org Chart Purposes
   a) *Build use case with the help of Matt Wesley and address Payroll (Terri Pinkston)*
   b) *How do we address reorganization and ongoing maintenance?*
   c) *How do we handle split appointments.*
   d) *Use information to populate tree structure*

2. Issue 2: Preferred First Name Project
   a) *David gets an update from IT on project status and deliverables*

3. Issue 3: Naming Consistency
   a) *IAM update and how it will fit into issue resolution (Brendan working with Marcus Glenn)*
   b) *Determine system of record and acceptable edit points (limitations on characters and formatting issues from each)*
   c) *Build use case specifically regarding hyphens, dashes, and other characters causing issues and complications.*

4. Issue 4: TEST Record Data Standardization
   a) *Bring up at ESFS tech team meeting (scheduled for 06APR18)*
   b) *David reach out to HR/Finance to see what they do for when we move to one system.*

B. Closed Issues

1. Issue 1: Unpopulated fields in Cognos (related to Salesforce implementation).
   a) *On hold on account of quality of populated fields taking precedence*

2. Issue 2: Documentation of When Curriculum Changes Occur
   a) *Issue was resolved with document David sent out after December meeting.*

II. Open Floor for any Issues and Updates from Subteam.

A. New Issues

1. Issue 5: Edits and training document update for consistency from Stewart Berkenshire's group.
   a) *David raised the issue as a result of recurring errors in data entry.*

III. Next Meeting: 04APR18