

## DART Policy & Recommendations Subteam Minutes, 03-24-16

- Introductions
- Subteam Name? **Left as-is.**
- Charter? Use verbiage from Subteam Interest Survey as a start?

Group will send suggestions. **Decide next meeting. Group will float ideas. Question of group scope. Scope is primarily 3 main data sets: Banner, PSoft HR, PSoft FIN, unless added to by DGCC.**

*Study and make recommendations on issues affecting the reporting environment such as data, reporting tools and licensing, best practices, policies, standards, and other items. Elevate to the Data Governance Coordinating Committee any critical issue involving data, data security, reporting tools, or the reporting environment. Elevate to the DGCC any reporting issues requiring a decision between conflicting views or alternatives, and issues that have broad implications. Implement decisions of the DGCC.*

- Establish a regular meeting time/place **Every 4<sup>th</sup> Thursday at 3:00. Try and book Collings 237.**
- Subteam Website pages (for transparency) **Briefly discussed.**
  - Membership
  - Agendas & minutes(or minutes only)
  - Ongoing projects
  - Completed projects
  - Other documents as needed
- Office 365/OneDrive **Team favored monthly meeting instead of bi-weekly, choosing to work more online in OneDrive when possible. Jeff mentioned that on prior project, some were unwilling. Some in group mentioned not having time learn new technology. David said he will find brief OneDrive training.**
- Thoughts/reaction to IT data architecture presentation. **None.**
- Leadership (established at 2<sup>nd</sup> meeting) **Group will decide leadership and rotation next meeting.**
- Review proposed subteam leader responsibilities. **Ok'd. Team sees need.**
- Immediate goals/needs/issues. **Briefly discussed. David will come up with list for next meeting.**
- Look at Reporting at OU Survey for opportunities to serve. **Team will cull for next meeting.**