Business Intelligence Council
Minutes from April 23, 2019

Attendees: Sabrina Andrews, Stacey Bradley, Stacy Lee, Caroline Maulana, and Nicole Spensley

Agenda - The HelioCampus implementation project is steady at the technical build stage. Reporting layers in Tableau have been built and data validation in the new workbooks are proceeding.

With that, we are looking to advance this meeting with you at all due speed for review and adoption of the attached document. The reason behind the rush is to give firm answers to pressing use cases and formally greenlight use of Tableau under governance direction.

1. **Presentation** - Below are the topics are included in the presentation:

    - Project Update
    - Tableau Environment and User Roles
    - Use of Sites and Projects
    - Tour of Sample Site
    - Quality Standards for analytics.sc.edu

2. **Pristine from Day One –** When DoIT acquired HelioCampus services and tools, including an institutional Tableau Server, the Chief Data Officer pledged repeatedly that the platform would be "pristine from day one," meaning that we will avoid pitfalls of the past in Data Warehouse enterprise reporting powered by Cognos by ensuring that data elements are clearly understood and reports and other delivery methods that share data and analytics can be easily located for use to avoid unnecessary duplication. The Business Intelligence Council is asked to review the full intent and meaning of this standard, and to endorse it along with a time-critical provision for alternative path under the circumstances of COVID-19.

3. **Q&A -**

    How does this document speak to the HR implementation?
    They'll follow the HelioCampus roll-out model, right from the start of their data implementation.

    What's the plan for other data sources: sales force and flare media?
    Parking Garage for their existing deliverables, initially. The HelioCampus Project Team will work on a proves to submit requests/proposals for review by the Flagship Analytics Council (FAC) to get selected, prioritized and scheduled for full development under the Analytics Agenda that FAC governs.

4. **Action Items** - see below:

Action	Owner	Status
Review and approve quality standards document by EOD Monday, April 27th, 2020	BI Council members	In Progress

References

[Link](#) to BI Council's description, membership, and meeting minutes
HelioCampus project site [link](#)