Attendees

"X" indicates the attendee is present

Leadership Team Member	Representing	√
Joyce Lopes	Vice President, Administrative Affairs	X
Volga Koval	Academic Affairs Data Expert	X
Dale Sanford	Student Affairs Data Expert	X
Amber Blakeslee	Administrative Affairs Data Expert	X
Sandra Joubert-Amiel	University Advancement Data Expert	
Denise Giltzow	Human Resources	X
Melissa Koval	Academic Personnel Services	X
Jacqueline Honda	Institutional Research	X
Anna Kircher	Chief Information Officer	X
Staff to the Leadership Team	**Representing**	**√**
Ronda Stemach	Systems Analyst, Enterprise Data Management	X
Ward Headstrom	Systems Analyst, Institutional Research	
Josh Callahan	Director, Enterprise Technology	X
Additional Participants	**Representing**	**√**
Teal Sexton	University Budget Office	X
John Filce	Institutional Research	X
Phil Rouse	Process Improvement	X
Travis Williams	Advancement	X

Agenda

#	Agenda Topic & Meeting Summary	Led By
1.	Strategies for Constructive Team Dialog • Lanaya presented a "Fierce: Conversations" PowerPoint, with a focus on understanding and incorporating different perspectives in team conversations and decision-making. • Handouts: PowerPoint slides, Beach Ball Preparation Form.	Lanaya Gaberel

2.	Review SWOT Survey Results
	• The team discussed SWOT results from the last meeting.
	   o Strength: Good customer service.
	   o Weaknesses: Many separate data sources, not enough human resources.
	   o Opportunities/Threats: Misuse of data results in organizational confusion, but creates the opportunity for streamlining/centralizing data and improving communication across organizational areas.
	• Key issues/themes:
	   o Disparate data. It is important to educate employees about what kind of data is available and where it can be found. Improvements to PeopleSoft and OBI may help to eliminate the widespread dependence on separate shadow systems.
	   o Employee wants/needs. What kind of tools and trainings are needed for employees to be able to efficiently and effectively use available data? For example:
		Joyce

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	how to find and understand trend data, build appropriate reports, connect local databases to OBI/PeopleSoft, etc. o <u>Common Definitions</u>. Basics of data organization and definitions of data should be clearly defined and in place before moving on to tackle more technically-oriented themes. For instance, 'predictive analytics' has many meanings and implications across different business areas.	
3.	ACTION ITEM: • Each team member will use the Beach Ball Preparation form to identify their top two issues, and e-mail Joyce & Melanie with their results. • The team will consider whether all the right people have been included in the Data Warehouse Leadership meetings; are there others who ought to be included? • Next meeting: June 5 – 9am, Nelson Hall 113	