



Business Intelligence Council

Minutes from July 21, 2020

Attendees: Sabrina Andrews, Stacey Bradley, Kelly Epting, Sammarra Evans, Stacy Lee, Brian Mallory, Caroline Maulana, Joe Mews, and Nicole Spensley

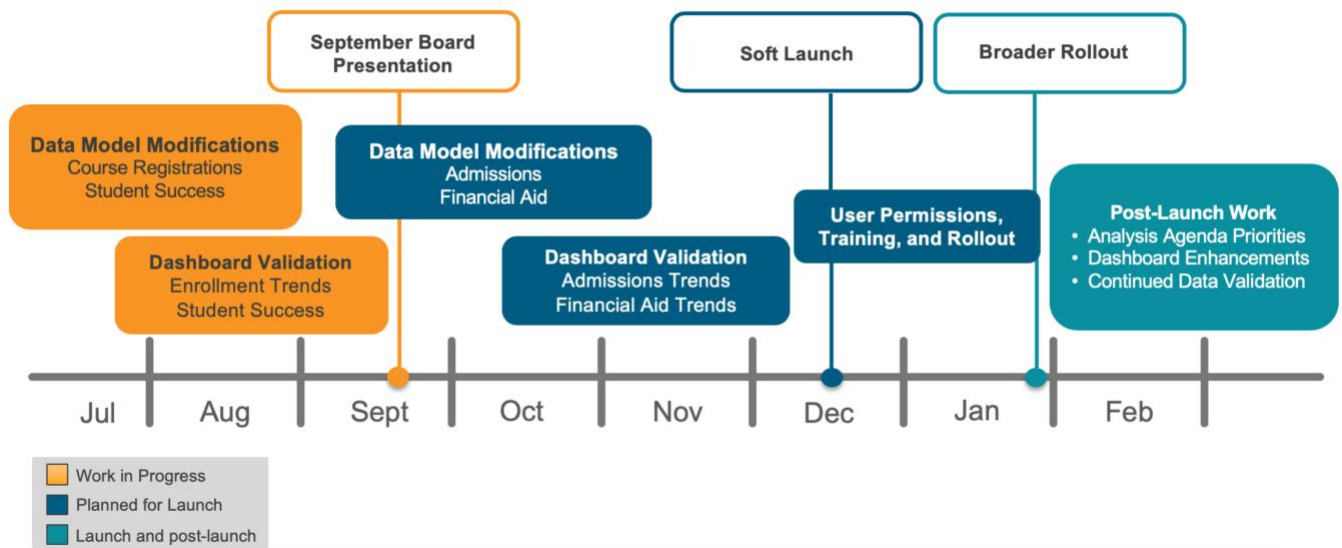
Agenda – Topics of discussion as follows:

- HelioCampus Project Status & Timeline
- Tableau Licensing Process
- **analytics.sc.edu** Site Structure and Permissions

Meeting Notes

1. The BI Council agreed to recalibrate the HelioCampus implementation project schedule to support the university's launch this fall of the new strategic plan.
2. We will use via HelioCampus and analytics.sc.edu to illustrate select baseline metrics (for system-wide data) by which future goals will be measured. This includes accelerated delivery in September of some student enrollment and success views in CarolinaAnalytics, to roughly coincide with President Caslen's strategic plan update to the Board of Trustees.
3. Our schedule for Student Core Data remains on or ahead of schedule.

IMPLEMENTATION TIMELINE



4. Overview of the Tableau license renewal/request process:
 - a. Users wishing to renew or upgrade to a Tableau Creator license should first visit <https://my.sc.edu/software> and complete the license selection [questionnaire](#) for Tableau.
 - b. DoIT will receive the questionnaire results and confirm license cost with the vendor. This process can take five business days, subject to vendor response.
 - c. DoIT will then obtain final expense approval from the requestor and finalize the purchase with the vendor.



- d. DoIT will provide end user a license key and training on standard resources and analysis tools, including those hosted at analytics.sc.edu and facilitate membership in the university's Analytics Community of Practice.

Action Items - see below:

Action	Owner	Status
We agreed to recalibrate the project schedule to support the university's launch this fall of the new strategic plan . We will use via HelioCampus and analytics.sc.edu to illustrate select baseline metrics (for system-wide data) by which future goals will be measured. This includes accelerated delivery in September of some student enrollment and success views in CarolinaAnalytics, to roughly coincide with President Caslen's strategic plan update to the Board of Trustees.	BI Council members	Approved

References

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