



Business Intelligence Council

Minutes from September 16, 2019

Attendees: Sabrina Andrews, Stacey Bradley, Sammara Evans, Stacy Lee, Brian Mallory, Caroline Maulana, and Nicole Spensley

- Welcome and Introductions** - Council Chair Sabrina Andrews and Program Manager Caroline Maulana led introductions for the inaugural Business Intelligence Council for the UofSC System kick off meeting. Below are the group members:

IR/IE Leads

USC Aiken - Nicole Spensely

USC Beaufort - Brian Mallory

USC Columbia - Sabrina Andrews

Palmetto College - Janis Hoffman

USC Upstate - Sammara Evans

Core Data Domain Strategic Leads

AVP for Finance - Kelly Epting

AVP for Human Resources - Stacy Lee

AVP for Student Affairs & Academic Support - Stacey Bradley

- RFP Status Update** - We will soon be sending a request for approval to State, post the October board meeting. Below is the working paradigm of the awarded RFP:

UofSC	RFP
Data from Banner + PeopleSoft + Auxiliary Systems	Infrastructure & Architecture
Data validation & functional expertise	Extant data models for Banner & PeopleSoft – higher ed specific – including linking records across domains & source systems
Analytics Agenda: UofSC sets our priorities for execution	Tableau
Governance	Dashboards
\$ investment	Data Science & Scientist(s)
End users	Customization to match UofSC systems

- Charter Review** - The council is a new decision-making body to set priorities, monitor performance, and steer our efforts with data analytics, business intelligence, and reporting. It will meet four times a year or more frequently at its own direction. The senior-most institutional research/effectiveness officer for each senior campus and Palmetto College will be ex officio members. One senior representative each for Finance, Human Resources, and Student Affairs is also represented.
- Takeaways** - see below:

Action Items



Action	Owner	Status
Schedule next meeting in line with RFP start	Caroline M.	Not Started
Advise which governance groups are open to membership outside of Columbia	Caroline M.	In Progress
Determine top down communication for comprehensive campuses	Sabrina A. and Caroline M.	Not Started

References

BI website [link](#)

[Link](#) to DoIT governance groups and charters