Utah Valley University
Enterprise Application Committee
November 5, 2014

Attendance: Beth Myrer, Chris Taylor, Kedric Black, Laura Busby, Liz Childs, Ray Walker, Robert Loveridge

Conducting: Ray Walker

Minutes: Beth Myrer

Updates

- Recruiter – new application for admissions, testing looking good – going live today (November 5)
- College Scheduler – is live – is being used by a significant number of people
- PBA for IT is on December 3 - let Ray to know of additions wanted
- First training for Argos for finance – good training – have meetings scheduled to discuss data blocks and data issues, one issue may be that data is not being brought over from ODS correctly, also need to validate ODS better
- Next issue is writing reports
- Wendia has gone live for the service desk – working on it in the projects area – plan on having the projects in the system in January – will be through a user interface, should be a little easier

Workflow

- Routing of online documents and projects –
- A consultant is coming to campus to explain a routing program that should be looked at before we go forward
- Send Ray online and hard copy forms that needs to be routed, signatures, approval, filled-out

Data, Data Standards, and Data Cookbook (define definitions)

- Pull a definition from ODS and put it into the Data Cookbook
- Need to be able to change definition, and need to date and archive old definitions
- Need to be able to consider the history of the definition to pull information
- Also, may need to have multiple definitions depending on the context of the information needed
- Data Steward / Custodial – manage access, control information
- How do we have the conversation, and create the buckets and pieces – and keep the definitions current
- Start with a baseline and let other choose how to expand the definitions
- Need to set up a data stewards for specific areas and every definitions has to be in one area or another, except for a university wide definition, which would need to be review by EAC
- There may be different version truths but the source should be the same
• Ray to forward proposed definitions to the group for discussion in EAC in advance of each meeting for review

Metadata
• Metadata is definitions in system form
• Will be pulled from several systems (one would be Banner) –

Phishing Schemes
• Microsoft, as a provider, blocks all emails if there is an instance of mass emails related to phishing schemes
• UVU will start limiting the number of emails to 500 per person per day
• Exceptions can be made for specific addresses and circumstances
• uvu.edu is currently blocked, but uv.link.uvu.edu works
• Should verify the url / address on the site

Assignments
Send Ray online and hard copy forms that need to be routed, signatures, approval, filled-out

Will discuss data definitions at next meetings