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Respondent

51

Matt Williams

05:20

Time to complete

1. Please select your UC Committee *

- Awards Special Committee
- Budget and Finance
- Communication
- Information Technology
- Institutional Advancement
- Physical Environment
- Campus Wellness
- Student Engagement and Success
- Talent Development and Human Resources
- ad hoc Social Engagement

2. Did the Committee meet this month? If you met, select Yes and complete the rest of the survey. Provide minutes in question 7. You do not need to upload documents unless they are supporting materials for this month's meeting.

If you did not meet, select No and submit the survey. You do not need to complete the rest of the survey or upload any documents. Thank you for logging this month's meeting status. *

- Yes
- No

3. Date of Meeting

12/11/2023



4. Committee Members in Attendance or Absent With Notice

John Corby
Varunee Faii Sangganjanavanich
Matt Williams

5. Committee Members Absent Without Notice

NA

6. Based on your goals for the year, outline what decision were made or action items discussed during this month's meeting that moved goal(s) forward

In lieu of meeting as a large group, the chair, Faii, met with the ITS Workday Project team to discuss what the committee can do to assist ITS with the Workday project.

7. Provide Meeting Minutes/Monthly Report here (do not attach minutes as a document in #8 below).

Meeting Notes

1. Faii will recruit faculty to participate in the Workday Mock Semester event the week of February 5, 2024.
 - a. Suggests two faculty members from each college (goal number to recruit)
 - b. Discussion of number of sessions and how long they might be – Chris and Andrea have a meeting with Julia to get more details and will share with the group. Two sessions on different days v. one session – options available.
 - c. Generally, faculty are more available early in the week
 - d. Faii asks if we could consider including Slate and Stellic training/overviews as part of the event. Also, other training ideas for functions related to Platform (faculty that administer grants, purchasing, scheduling, etc.)
 - e. Faii will move forward with recruiting once Chris and Andrea provide:
 - i. Details on 1b above
 - ii. Summary of the event to share out
2. Mock Semester Event info discussed:
 - a. Script for various Workday functions will be provided
 - b. Additional materials will be provided (including the faculty packet) – make available online (website, specific location)
 - c. Publicize training available to faculty (sessions available, process to register, etc.)
 - d. Feedback loop for faculty to have the opportunity to comment on user experience, training materials/job aids, various processes, etc.

8. If you have a document that provides supporting materials for this month's work, upload here. This attachment should not be the monthly minutes (minutes should be submitted in #7 above).
(Non-anonymous question)

9. Are there any new topic submissions or other information/feedback you would like to share from the committee?