

MINUTES

11.15.23

Personnel Policies Procedures & Communications Committee

MEMBERS PRESENT: P. Haney, B. Shore, K. Schehr

MEMBERS EXCUSED: K. Schultz

MEMBERS ABSENT: T. Akey

OTHERS PRESENT: A. Vembu Julian, K. Massetti Moran, N. Tincher, A. Pierce, R. Cramer

At 2PM, Chair Haney called the meeting to order and requested that the Secretary note all of those present.

Chair Haney paused for public comments. None sought recognition in this regard.

Chair Haney directed the attention of the Committee to the draft Minutes of the previous meeting. Mr. Shore moved, seconded by Ms. Schehr, to approve the Minutes. All in Favor. MOTION CARRIED.

Chair Haney recognized Vice Chancellor Cramer and the representatives of OHR and ATP SME's, for the purpose of providing an update on the status of the Administrative Transformation Project, particularly as it related to the implementation of the 'Workday' time management system.

Vice Chancellor Cramer provided a background as to the analysis that led to the pursuit of workday implementation, including 2018 review regarding security of systems. Vice Chancellor Cramer noted that in July of 2023 it was determined that there was not yet a clear path to allow workday to go live in July of 2024 and the Board of Regents was informed that the new target date was July of 2025, and a revised timeline was prepared. It was emphasized that this was a change that would impact every employee, and that plans are being prepared in order to reach those employees and address the needs of those employees, who do not regularly utilize computers.

The question was raised as to how the Board of Regents reacted to this news. Reply came that the BOR was thoroughly briefed regarding the pros and cons of the options available and it was agreed that the new date of a July 2025 implementation resulted in the fewest concerns.

Question was raised as to how the ATP stakeholders reacted to the revision. Reply came that the reaction was mixed, with some being disappointed while others were relieved, but it is believed that in general, most found the decision to be prudent.

Question was raised how this experience might compare to the attempted roll out of core section building which was meant to update scheduling. Reply was unable to be given due to the unfamiliarity of the process cited.

Report to the Committee continued with the notation that site visits were conducted in workplaces that have implemented workday in various stages of longevity.

Question was raised regarding what is still be work on to which the answers have not yet been discovered. Reply came that an what is still being examined is what end to end business process does workday offer and what it won't do for the campus.

Discussion was heard regarding how performance management could be impacted positively. Workday was described as an enterprise resource planner and as a workflow tool.

Question was raised as to what training might look like. Reply came that HR leadership and SME's are being assembled to provide a holistic approach with job aids, forums, and while examining past change management challenges.

Question was raised regarding accessibility and what can be expected in terms of the system going down in order to perform maintenance. Reply came that it is a cloud based product and they plan for two major updates a year, in March and September, but they try to minimize impact. The impact also depends on the condition of the campus network.

Question was raised in regard to how uniform the system would be. Reply came that the campus is pressing for as much standardization as possible.

Clarity was sought in regard to monthly walk throughs. Reply came that content is being considered as the new timeline is assessed, but it is likely that they would continue in some form.

Clarity was sought regarding the 'red' status of the project. Reply came that the revised schedule puts things back on 'green'.

Question was raised about the potential of moving the university staff from calendar year to fiscal year. Reply came that this question is not related to ATP and discussions regarding it are ongoing, but if pursued it would not be implemented until January 2025.

Question was raised as to how this would impact I-9. Reply came that it would be automatic by being implemented into workday.

Clarity was sought regarding the ATP organization chart. Reply came that a chart could be provided.

Inquiry was made if the UW Hospital would be covered by ATP. Reply was in the negative. UW Hospital uses Oracle Cloud.

Clarity was sought regarding the level of cloud security. Reply came that the Office of Legal Counsel was comfortable with the data breach protocols which were provided and that workday will create greater security that currently exists.

At 3:05PM, Mr. Shore moved, seconded by Ms. Schehr, to adjourn the meeting. All in Favor. MOTION CARRIED.

Minutes prepared and submitted by: J. Lease / Secretary