**Budget & Administration Committee Minutes for April 19, 2023**

1. Meeting Called to Order at 2:33pm
2. Roll Call

Tina Buck, Keri Watson, Bobby Hoffman, Dinender Singla, Brigitte Kovacevich, Gerald Hector, Kausik Mukhopadhyay, Pamela Baker, Glenn Martin, Lisa Kinchen, and Sumanta Pattanaik

1. Approval of minutes from March 2023 meeting

 Moved and seconded

1. Final Meeting of the year: Review of Assigned Topics
	1. Ongoing Workday Issues
		1. Gerald presented at beginning of the year and again today
		2. Time to process from 22 days to 3.5 days
		3. Punch out – still work in progress; cycle time down from 14-20 days to .35 days
		4. On the HR side: tracking every action; new capabilities; reveals gaps from previous systems
		5. Need to make investments in people
		6. Learning skill sets and how to place people
		7. Working with other research universities who are using Workday
		8. Probably won’t be able to mimic what Paris can do; working on what we can do
		9. Discussed with Gerald some faculty researcher issues and ways we can address these
		10. Recommendation: continue monitoring
	2. Foreign Screening Procedures
		1. We had several guests from across the campus to discuss these policies and procedures
		2. Federal and State law changes coincided with Workday, which was problematic with an extremely slow workflow initially
		3. Recommendation: follow up with offices and request updated times to process to check how UCF is doing in this area
	3. Time to Hire Faculty
		1. We had guest presentation from Faculty Excellence to discuss these policies and procedures
		2. Recommend that Faculty Excellence return to the committee next year to update on how new policies are going and as new legislation affects hiring practices. Also recommend inviting OIE to present to B&A as well
	4. Other assigned topics that we did not address this year:
		1. Support the UCF Strategic Plan-Discovery and Exploration
		2. Support the UCF Strategic Plan-Innovation and Sustainability
		3. Use of graduate student email addresses on campus websites

7. Adjournment 3:29pm