



# Faculty Senate

## Information Technology Committee

Minutes of meeting of Tuesday, November 15, 2022, 2:00 p.m.

Location: Zoom

Present: Glenn Martin (chair), Joseph Harrington (vice chair, minutes), Avery Lane, Bert Scott, Chad Macuszonok, Francisca Yonekura, Harry Paarsch, Matthew Hall, Mehmet Altin, Pieter Kik, Shengli Zou, Taj Azarian, Viatcheslav Kokoouline, Athena Hoepfner.

Guest: Gerald Hector, CFO

- Call to order at 2:10 pm
- Approval of the Minutes for November 1, 2022
  - Minutes approved
- Old Business
  - Mr. Hector was delayed due to another meeting, so Mr. Hall briefly discussed implementing software in the common good. High-level discussions on this topic included CIO Matthew Hall, Provost Michael Johnson, and CFO Gerald Hector. Some initial implementation will begin in December, and will unfold over a number of months in several launches.
  - Workday Worklist (Gerald Hector) <https://knightvision.it.ucf.edu/workday-operations-current-work/>
  - Mr. Hector emphasized the importance of getting the campus onto a single set of procedures and for granular introspection into our finances. Our financial system is 24 years old and antiquated. We were a much smaller institution when it was designed, and it didn't grow with us, we grew around it. We are 4.5 months into a year-plus implementation, and somewhat ahead of the curve compared to peers. If our transition feels rough, it is because we are making many changes – SET, Workday, changes to procedures – all at once. But, this is not unusual.
  - Some faculty want to opt out of Workday and leave it to financial people. Others want to see how the sausage is made. It isn't straightforward to accommodate both.
  - Faculty made these points:

- The system is very complicated, and all that complexity is shown to the faculty member, who has to understand it in order to manage. Screens have concepts that nobody knows about, and there isn't immediate documentation to explain it, nor training in how to use it. We were promised simple interfaces intended to collect the data from us and to see and manage our accounts. If this had been delivered, faculty would be happy to use Workday. The collection of travel receipts is an example of a process that is generally very simple and involves an AI-assisted photographing of receipts. Apparently we have such a system, but it is not used. Mr. Hector stated we are just 5 months into the transition and it will improve.
  - Faculty are concerned that the window for approving timesheets is just two hours long. Students cannot be paid on time if their supervisor is teaching or has meetings or higher-priority work, or just forgets. Mr. Hector suggested he would look into this.
  - Requiring pre-approval for \$4 overnight purchases in the punchout has harmed the campus's ability to conduct its mission in a timely fashion. This is a major de-facto policy change that should have been discussed with faculty before implementing it. The consequences were entirely foreseeable. This is not a "proclivity" but a major impact on everyone, and should be worked out right away. Mr. Hector did not directly respond to the main issue here (approval is required which delays the process) but suggested the process will get faster (but approval will still be required). A PCard purchase can be done without approval so it is not clear why punchout is different.
  - A few other comments on notification confusion and geofencing within Workday were made. Mr. Hector suggested geofencing could be turned off if it is decided but mentioned that others like it. It is a major issue for our students, however.
- Meeting adjourned 3:15 pm