Faculty Meeting Minutes (Open session)
5/15/2023 | 2:30 - 3:30 pm | Benson Hall, Room 109 – ZOOM LINK

Attendance: Meeting start: 2:30pm | Adjourn: 3:30pm

Faculty Present (blank=absent)  Department Chair, Jim Pfaendtner - Present

<table>
<thead>
<tr>
<th>Stu Adler</th>
<th>Cole DeForest</th>
<th>Sab</th>
<th>Shachi Mittal</th>
<th>Julie Rohr</th>
<th>Neda Bagheri</th>
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<tr>
<td>François Baneyx</td>
<td>Hugh Hillhouse</td>
<td>Sab</td>
<td>Elizabeth Nance</td>
<td>Ben Rutz</td>
<td>Cao Guozhong</td>
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<td>David Beck</td>
<td>Vince Holmberg</td>
<td>Sab</td>
<td>Rene Overney</td>
<td>Daniel Schwartz</td>
<td>Jonathan Posner</td>
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<td>John Berg</td>
<td>Samson Jenekhe</td>
<td>Lilo Pozzo</td>
<td>Eric Stuve</td>
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<td>David Bergsman</td>
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<td>James Carothers</td>
<td>Jorge Marchand</td>
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Others Present

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<tr>
<th>Debbie Carnes</th>
<th>Dave Drischell</th>
<th>Nicole Minkoff</th>
<th>Jeremiah Wilhelm</th>
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<tr>
<td>Lindsey Doermann</td>
<td>Andrea Gleichweith</td>
<td>Barry Wall</td>
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Agenda

- Announcements/reminders/updates (Pfaendtner)
- Finance Transformation update (Carnes)
- Student lecture recording use (Adler/Pfaendtner)
- Update on new BSE program (Pfaendtner)
- Graduate faculty vote
- Closed session (P&T discussion)

Announcements

- ChatGPT public records request – postponed
- The Deforest lab most recent article was featured on the front cover of Advanced Materials
- Benson Hall security incident
- New communication manager Ro Stastny to start 5/26

Finance Transformation --- Workday Finance

- System
  - Workday for purchasing (GHX), travel (mobile travel app), reimbursements, ProCard, honoraria, and asset management (equipment inventory/depreciation) replacing ARIBA & OASIS.
  - Employee Compensation Compliance (ECC) replacing GCCR & eFEC for effort reporting
  - Award Portal replacing Grant Tracker and SAGE stays
• UW-wide staff reorganization
  o COE shared services (CCore), enterprise level services (central HR/Finance, Office of Planning and Budgeting, Research, etc)

• Transition Period (now through July 6)
  o Transition between old & new systems (+biennium)
    ▪ No ability to do HR/Finance business processes (dates vary by business process from mid-May to July 5)
  o Plan ahead with your Grant Manager
    ▪ Creating new positions, hiring, terminations
    ▪ Summer faculty pay
    ▪ Add or changing summer employees appointments & pay
    ▪ Purchasing - pre-order supplies, ProCard during freeze
    ▪ Reimbursements, key refunds

• Future State Begins July 6
  o UW Connect is the communications tool that links the entire Workday HR/Finance ecosystem
    ▪ No one person who will process your purchasing, travel, reimbursements
  o Everyone doing work in Workday (lab personnel, faculty, student employees, staff)
  o Future State Begins July 6
  o Workday inbox management (notifications)

• Nuts and Bolts of FDM
  o Foundation Data Model (FDM)
    ▪ Replaces budget numbers, PCA coding, chart of accounts, +more with Worktags
  o Budget numbers replaced by “grant/standalone grant worktags”
    ▪ Six-digit alpha-numeric (example GR123456)
    ▪ Type of fund will be in the name, such as GF for gift and GR for grant
  o Most faculty research FDM will be simple
  o Department FDM are much more complex

• NEW Activity & Expectations
  o Approvals in Workday
    ▪ DOA – try to keep delegations of authority SAME
    ▪ Approve, deny, or send-back (utilize send-back function)
  o FDM accuracy before approval
    ▪ No post-charging review process, more like trends or budget vs actuals
    ▪ May slow down business processes such as purchasing
  o Month-end closing “of the books” instead of annually
  o Approve effect through June 30 in old systems

• Change Management
  o Stabilization period (six-months)
    ▪ Expect business processes to take time to resolve
  o Training just now starting
    ▪ Now - unknown business processes, how approvals flow
- Post-training – fewer unknowns?
  - Consider Slack channels for each lab (ChemE-all)
    - Real time updates
    - Efficient communication to a large group
    - Quick communication that does not fill up your email inbox
    - Place to ask questions
    - Method to escalate issues quickly within ChemE
    - Reference materials (such as FDM information guidance)
  - Meet with Finance Team and lab personnel before July 6
    - Baseline understanding
    - Setting expectations

**Student Survey Results, Lecture Recording Use**

- 108 total responses
  - Students were surveyed regarding how and why they use recorded lecture, the positives to lecture recording, use cases when class is missed, etc.
  - Literature was also shared regarding the potential negatives associated with recorded lecture access. Stu would contrast these negative outcomes with statistics of his own.

**Update on BSE Program**

- Sustainable Bioresource Systems Engineer (SBSE)
  - Curriculum and Employment options were shared

- SBSE benefits Engineering and Chemical Engineering
  - Expands the pool of Engineering students
  - Revives a close connection between SBSE and ChemE to the benefit of both programs

**Chris Mundy, Graduate Faculty Status Vote**

**Closed Session, P and T discussion**