Senate Meeting

October 11, 2022
Senators and Deans

- Log in to **PointSolutions** on your mobile device or web browser ([https://ttpoll.com](https://ttpoll.com)).

- Enter the Session ID: **terps2022**

- Click **Join Session**
Go to **TurningPoint** on a mobile device or at [https://ttpoll.com/](https://ttpoll.com/)
Session ID: **terps2022**
Quorum **85**

Senators & Deans: Press 1 in TurningPoint to indicate that you are present for quorum purposes.

The meeting will start once we reach the Quorum number above.

1. Present
Agenda
1. Call to Order
Agenda

2. Approval of the September 7, 2022 Senate Minutes (Action)
UNIVERSITY SENATE

OCTOBER 11, 2022

Agenda

3. Report of the Chair
Chair’s Report – BOR Staff Awards

• The Staff Affairs Committee is currently accepting nominations for this year’s Board of Regents’ Staff Awards.

• Highest System-wide recognition of the exceptional work done by staff members across the USM.

• Exempt and non-exempt staff who have been with the University for at least 5 years are eligible to be nominated in one of these five categories:

1. Exceptional Contribution to the Institution and/or Unit to Which the Person Belongs
2. Outstanding Service to Students in an Academic or Residential Environment
3. Extraordinary Public Service to the University or Greater Community
4. Effectiveness and Efficiency
5. Inclusion, Multiculturalism, and Social Justice
Chair’s Report – BOR Staff Awards

• There are coaches available to help nominators gather the necessary materials.

• Any member of the university community, including students, can nominate an eligible staff member.

• Any employee may nominate another employee with the knowledge and consent of the nominee.

• Employees may also nominate themselves.

• Nomination packets are due to the Staff Affairs Committee by Friday, November 11. Detailed instructions can be found on the Senate website.
Chair’s Report – Interim University of Maryland Non-Discrimination Policy and Procedures

• On September 30th, President Pines approved revisions to the Interim University of Maryland Non-Discrimination Policy and Procedures (Senate Document #22-23-04).

• New state law changes that were effective on October 1, 2022, required revising the definition of “harassment” and adding a definition of “sexual harassment” in the University of Maryland Non-Discrimination Policy and Procedures.
Chair’s Report – Interim University of Maryland Non-Discrimination Policy and Procedures

• Additionally, the University of Maryland policy was revised to clarify current procedures related to the investigation and adjudication processes and update current University Vice President titles.

• A comprehensive review of the Non-Discrimination Policy and Procedures is expected to be done in the next year.
Chair’s Report – Volunteers for Nominations Committee

• Outgoing Senators will soon receive an email about volunteering for the Senate Nominations Committee.

• Every year, the Nominations Committee solicits nominations for the Senate Chair-Elect and membership on the Executive Committee, the Committee on Committees, and other University-wide committees and councils.

• The Nominations Committee meets between January and April.
Chair’s Report – Volunteers for Nominations Committee

• Outgoing Senators who are interested in serving on the Nominations Committee, please use the link to a Google form that will be included in the email you will receive after this meeting. You may contact the Senate staff if you need additional information or assistance.

• The Senate will vote on the Nominations Committee’s membership at its December meeting.
Agenda

4. Special Order:

**Jack Blanchard**
Associate Provost for Enterprise Resource Planning
*Elevate Project Update*
Elevate Program Update

Senate

October 11 2022

Jack Blanchard
Associate Provost for Enterprise Resource Planning
Agenda:

1) Overview of Elevate
2) Timeline and progress
3) Next steps
4) Impacts and preparing
5) Student System
Purpose of Elevate

To modernize our obsolete ERP system to better meet the complex needs of a flagship research university.
Elevate Program Goals

- Provide a **positive user experience** for students, staff, and faculty.
- Make the university more **efficient and effective** through simplified and streamlined key business processes.
- Allow the university to **accurately collect, report, and analyze data** important for decision-making.
- Ensure **data security and privacy** and meet all regulatory, compliance, and accreditation needs.
- Ensure that our ERP systems are reliable and can be **easily maintained and updated**.
Elevating our ERP to the cloud with Workday.
What is Workday replacing?
Approximately 30 other systems . . .

Student Information System (SIS)
(Fall 2026)

PHR
PHR • PAYROLL & HUMAN RESOURCES SYSTEM

PRD
Effort Reporting System

KF
S

PHR Affiliates

UNIVERSITY OF MARYLAND

eTerp2

eTerp

PHR Affiliates
Three Stages of Workday Implementation

<table>
<thead>
<tr>
<th>2021</th>
<th>2022</th>
<th>2023</th>
<th>2024</th>
<th>2025</th>
<th>2026</th>
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</table>

Finance and HCM (Human Capital Management)

- Go Live: July 2023

Adaptive Planning (Budgeting)

- Go Live: Fall 2023

Student Implementation

- Go Live: Fall 2026
Progress & Next Steps
## Elevate Program Timeline - Phase I

<table>
<thead>
<tr>
<th>2021</th>
<th>2022</th>
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<tr>
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**Workday HCM and Financials**

- **Plan**
- **Architect**
- **Configure & Prototype**
- **Test and Train Prep**
- **Train**

- **Go-Live**
- **Production Support**

**Today**
Ensuring Workday will work for Maryland.

Over 360 staff with direct input to Elevate:

- From across campuses (UMCP, UMES, UMCES, UMSO)
- Representing diverse perspectives from Divisions, Colleges, Institutes, Centers, and Departments.
- Contributing *thousands of hours* of time to confirm configuration decisions, provide critical input, and communicate with their home units.

Faculty Advisory Committee

- Twenty faculty from T/TT and PTK.
- Represents diverse roles including instructional, research, Chairs and Directors.
Elevate Training Activities Timeline

**Training Needs Analysis**
Determine training needs by role
Jan '22 – Mar '22

**Training Content Development**
Develop all training materials
Jul '22 – Jan '23

**Training Delivery**
Conduct training & host User Labs
Apr '23 – July '23

**Training Design**
Develop course outlines & training curriculum
Apr '22 – Jul '22

**Training**
Conduct training pilot tests
Jan '23 – Mar '23

**Post Go Live Support**
Online training resources
Training “make-up” sessions
User Labs
Service Desk
Jul '23 – Sept '23
### Testing and Training - Spring 2023

<table>
<thead>
<tr>
<th>2023</th>
<th>January</th>
<th>February</th>
<th>March</th>
<th>April</th>
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<th>June</th>
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<td><strong>Pilot Training</strong></td>
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<td>Selected PIT Crew members</td>
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<tr>
<td>Selected Non-Elevate faculty and staff</td>
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<td><strong>User Acceptance Testing</strong></td>
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<td>Campus(es) participants supported by Elevate</td>
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<td><strong>End User Training</strong></td>
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<td>EVERYONE!</td>
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Impacts & Preparing
Challenge for campus
April through June 2023

Completing current work processes in PHR, KFS, and eTerp

Learning how to do those same tasks in Workday
Readiness for the transition to Workday. . .

Prepare:
- Discuss planning with local leadership

Keep Informed:
- Town Hall meetings (November 2 & 3)
- Functional Overviews, monthly
- Newsletters, monthly
- Website
Browse Elevate website for videos, newsletters, FAQs, glossary, other material: elevate.umd.edu
Student
Student Intern Program (paid)

- 10-week program during Summer 2022
- Weekly professional development workshops with our implementation partner, Huron
- Contributions include:
  a. Assisting Change Team with analyzing Readiness Survey results
  b. Working with Training Specialists to develop training materials
  c. Assisting with developing communications

80+ applicants → 5 interns hired
Student Implementation

- **Initiating early work:**
  a. Lead staff position hired in September.
  b. Readiness work to begin in January.

- **Student-Centered**
  a. Students as key stakeholders.
  b. Input to understand current problems.
  c. Input on ways to improve future state.
Phase II: Student Transformation and Readiness

<table>
<thead>
<tr>
<th>Project Prep &amp; Ramp Up</th>
<th>Student, Faculty and Staff Experience</th>
<th>Academic Structure Alignment</th>
<th>Workday Student Deployment Readiness</th>
<th>Student Change Strategy</th>
</tr>
</thead>
<tbody>
<tr>
<td>2022</td>
<td>2023</td>
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<tr>
<td>Oct</td>
<td>Nov</td>
<td>Dec</td>
<td>Jan</td>
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<tr>
<td>Project Management</td>
<td>Change Management</td>
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</tbody>
</table>
Stay Connected with Elevate

1. Visit our website: elevate.umd.edu
2. Subscribe to our Newsletter: go.umd.edu/elevate news
3. Ask us a question: elevate.umd.edu/contact
4. Special Order:

Jack Blanchard
Associate Provost for Enterprise Resource Planning
Elevate Project Update
5. Special Order:

Will Reed
Chair of the Plan of Organization Review Committee
PORC Status Overview
Plan of Organization Review Committee

PORC
Overview of PORC Review Process

- Generally, PORC convenes every 10 years
- Prior reviews have addressed:
  - Issues of apportionment, revisions to Committee and Senate guidelines, logistical considerations for Senate and Committees, etc.
- Why is a review happening now?
# 2021 Plan of Organization Review Committee Slate

## FACULTY REPRESENTATIVES (13 representatives – 1 from every college/school/library)

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>College/Unit</th>
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</thead>
<tbody>
<tr>
<td>Paul Goeringer</td>
<td>Senior Faculty Specialist</td>
<td>AGNR – Agricultural and Resource Economics (AREC)</td>
</tr>
<tr>
<td>Amy Gardner</td>
<td>Clinical Professor</td>
<td>ARCH – Architecture</td>
</tr>
<tr>
<td>Colleen Woods</td>
<td>Associate Professor</td>
<td>ARHU – History</td>
</tr>
<tr>
<td>Louiza Raschid</td>
<td>Professor</td>
<td>BMGT – Decision, Operations &amp; Information Technologies</td>
</tr>
<tr>
<td>William Reed</td>
<td>Professor &amp; Chair</td>
<td>BSOS – Government &amp; Politics</td>
</tr>
<tr>
<td>Anne Raugh</td>
<td>Principal Faculty Specialist</td>
<td>CMNS – Astronomy</td>
</tr>
<tr>
<td>Jean Snell</td>
<td>Senior Faculty Specialist</td>
<td>EDUC – Teaching and Learning, Policy and Leadership</td>
</tr>
<tr>
<td>Patrick O'Shea</td>
<td>Professor</td>
<td>ENGR – Electrical &amp; Computer Engineering</td>
</tr>
<tr>
<td>Wayne Lutters</td>
<td>Professor</td>
<td>INFO – Information Studies</td>
</tr>
<tr>
<td>Rafael Lorente</td>
<td>Sr. Lecturer &amp; Assoc. Dean</td>
<td>JOUR – Journalism</td>
</tr>
<tr>
<td>Cindy Frank</td>
<td>Librarian III</td>
<td>LIBR – Libraries</td>
</tr>
<tr>
<td>Philip Joyce</td>
<td>Professor &amp; Assoc. Dean</td>
<td>PLCY – Public Policy</td>
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</table>
### STAFF REPRESENTATIVES (2 representatives – 1 exempt & 1 non-exempt)

<table>
<thead>
<tr>
<th>Name</th>
<th>Constituency</th>
<th>Division/Unit</th>
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<tbody>
<tr>
<td>Kalia Patricio</td>
<td>Exempt Staff</td>
<td>VPSA – Stamp Human Resources</td>
</tr>
<tr>
<td>Erica Simpkins</td>
<td>Non-Exempt Staff</td>
<td>VPSA – MICA</td>
</tr>
</tbody>
</table>

### GRADUATE STUDENT REPRESENTATIVES (2 representatives)

<table>
<thead>
<tr>
<th>Name</th>
<th>Constituency</th>
<th>College</th>
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</thead>
<tbody>
<tr>
<td>Emily Berry</td>
<td>Graduate Student</td>
<td>PLCY</td>
</tr>
<tr>
<td>Jehnae Linkins</td>
<td>Graduate Student</td>
<td>ENGR</td>
</tr>
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### UNDERGRADUATE STUDENT REPRESENTATIVES (2 representatives)

<table>
<thead>
<tr>
<th>Name</th>
<th>Constituency</th>
<th>College(s)</th>
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</thead>
<tbody>
<tr>
<td>Steven Berit</td>
<td>Undergraduate Student</td>
<td>CMNS/BSOS</td>
</tr>
<tr>
<td>Jackie Liu</td>
<td>Undergraduate Student</td>
<td>CMNS/ARHU</td>
</tr>
</tbody>
</table>

### ADMINISTRATOR REPRESENTATIVES (2 representatives)

<table>
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<tr>
<th>Name</th>
<th>Title</th>
<th>College/Division/Unit</th>
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<tbody>
<tr>
<td>John Bertot</td>
<td>Assoc. Prov. for Fac. Aff.</td>
<td>SVPAAP – Office of Faculty Affairs</td>
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</tbody>
</table>
Charge Areas

- Review of Current Plan of Organization
- Review of Revisions to the Plan of Organization
- Review of Apportionment
- Review of University Councils
- Review of Principles of Shared Governance
Spring 2022 Meetings & Charge Overview

- January 27
- March 16
- April 15
- May 17
- Summer Subcommittee Meetings
  - Apportionment
  - Shared Governance
  - University Councils
Next Steps

- Scope of Charge
- Work of the Committee
- Timeline
Any Questions?
Agenda

5. Special Order:

Will Reed
Chair of the Plan of Organization Review Committee
PORC Status Overview
Agenda

6. New Business
7. Adjournment