

WORKDAY STUDENT

Recent Events

- **Workday Student Records, Student Financials, Recruiting, Admissions, and Financial Aid Planning Sessions**
 - November 5-7: Three concurrent Planning Sessions were held with UF and Collaborative Solutions to continue the discussion about how the University of Findlay operates in these functional areas and to provide product education.
- **Workday Student Advisory Group Kick-off**
 - November 4: In this meeting, the Advisory Group learned more about their roles and about the types of feedback we need throughout the implementation of Workday Student. In addition, representatives from faculty, staff, and students will be attending a Stakeholder Workshop at the end of December to identify all stakeholder groups based on functional areas and to develop a communication plan.
- **Workday Student Integrations Discovery**
 - November 11-22: UF worked with Collaborative Solutions to finalize the list of Integrations that will be included in the scope of work. Integrations include data going to or coming from Workday. Currently there are approximately 130 Integrations that will need built. This does not include the needs/requirements that can be met with reporting.

Recent Events

- **Discovery sessions for Academic Advising & Curriculum, Student Financials and Financial Aid**
 - November 19-21: Two concurrent discovery sessions were held with UF and Collaborative Solutions. During this time Collaborative asked more in depth questions, this information will be used to build the Foundation Tenant.
- **Academic Calendar**
 - November 18: The first meeting about multiple Academic Calendars was held and included the Project Team, Workday Student Advisory Group, Deans and Executive Sponsors
- **Work stream meetings**
 - Starting week of November 18, Work stream conference call meetings commenced for each Functional Area. At a minimum each area has one meeting per week, some have two. The purpose of these meetings is to identify the work that needs to be completed in an agile format; breaking down the functional area's project into more manageable tasks.

Upcoming Events

- Work stream meetings: Ongoing until the end of the project.
- December 10-12: Discovery Sessions for Security, Reporting and Testing.
- December 19: Stakeholder Workshop
- December 2019: Finalize Project Scope (including any change orders as a result of the discovery and planning sessions.
- January 2020: Foundation Tenant delivered by Collaborative Solutions and the first rounds of design will begin

Organizational Change and Training (OC&T)

- December 19 from 1-3:30 p.m. – Stakeholder Workshop
 - One of the goals is to identify the diverse stakeholder groups that will be impacted by Workday Student
 - The stakeholder analysis will inform communications, readiness, and training strategies
 - The team will discuss ways UF plans to assess attributes such as influence, sentiment, and engagement through the stages of implementation
 - Representation from faculty and staff at this workshop
 - An additional stakeholder workshop for students will happen during the spring semester

Workday Student features to be discussed in Early 2020

- Continue discussions about the Multiple Academic Calendars
- Locations (shared between HCM, Finance and Student)
- Student Self Registration
- Registration Waitlist



Request for Feedback and Opportunity for More Information

- Workday Wednesday
 - A new email series to keep the UF community in the loop about upcoming Workday events, answer questions submitted through our contact form, and highlight other aspects of the Workday project
- Feedback Form
 - The Workday Student Project Team is asking for your comments and questions via a new “Contact Us” form (link will be included in all communications from workday@findlay.edu).
 - Emerging themes and comments from this form will be addressed and used in future communication. The Workday Wednesday series will highlight questions and comments with answers provided by members of the Workday Student Project Team.

Guiding Principles

Embrace The Solution As Is

The University of Findlay is committed to implementing its Workday system to provide better service to its students.

To do this, we agree to act as Change Advocates to do the following:

- We commit to using the Workday delivered processes and established best practices as the standard moving forward.
- We will eliminate paper processes and duplicated effort wherever possible.
- Ancillary applications/software and Excel spreadsheet reliance will be eliminated when possible in favor of Workday functionality.

Keep It Simple

Our objective is to keep systems and processes as simple as possible during and after the implementation. If complexity is necessary, a solid, defensible rationale needs to be presented and approved by the Steering Committee.

Communicate Often in a Systematic Manner to be Transparent

We are committed to making information about the project available to the UF community in a variety of venues and alerting them to any upcoming changes. We will communicate frequently in a predictable, systematic manner and be transparent with information related to the project. Events and training will be held to help members of the community learn about the system and how it will impact their position and work.

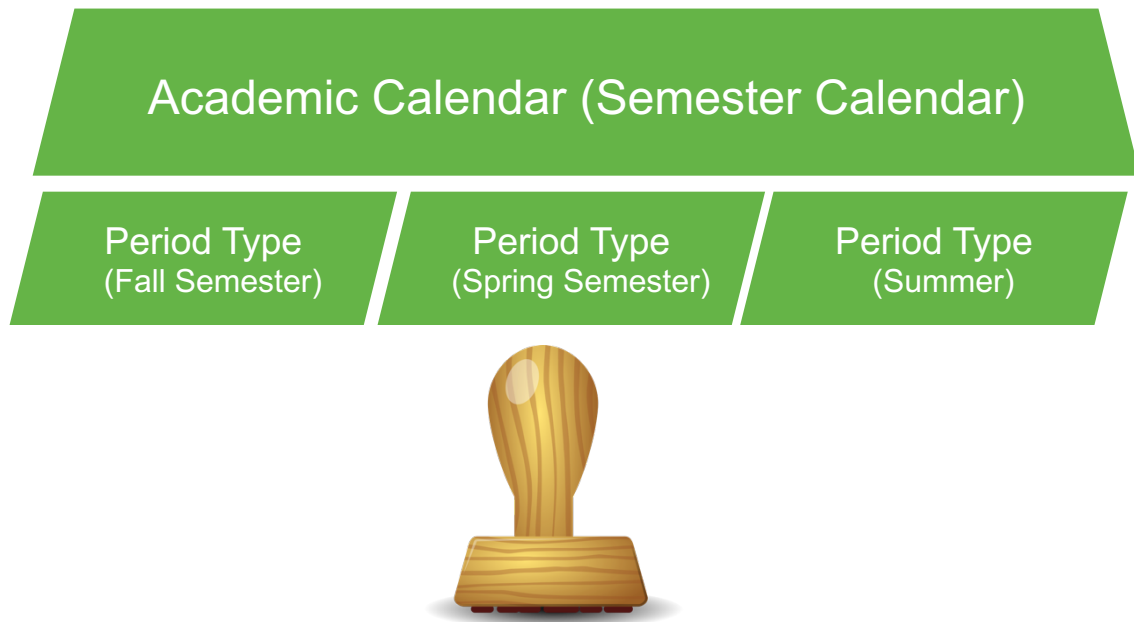
Respect for Roles, Opinions and Each Other

An ERP transition/implementation is an incredibly significant, disruptive process resulting in major systemic and process changes for all organizations committed to this type of initiative. We recognize that change invariably produces anxiety, differing opinions and the need to be open to compromise. As we engage in this ERP transition (and post-implementation), we are committed to maintaining openness, respect for each other and the roles of project members. We expect all team members to be open to providing and receiving constructive criticism in a civil, collaborative manner.



Academic Calendars

- An Academic Calendar defines the types of Academic Periods that would make up an Academic Year
- The Academic Calendar is then the template for creating Academic Years and Academic Periods
- Think of it like a stamp



Academic Calendars

Academic Calendar (Semester Calendar)

Period Type
(Fall Semester)

Period Type
(Spring Semester)

Period Type
(Summer)

Academic Year (2021-2022 Year)

Academic Period
(Fall 2021)

Academic Period
(Spring 2022)

Academic Period
(Summer 2022)



Academic Calendars @ Findlay

- Supporting the needs of academic units and programs
- Building for efficiencies
- Protecting the institution (compliance, accreditation)
- Some decisions may require curriculum changes



Semester Academic Calendar 16 Week

Fall 2021
(8/16-12/9)

Spring 2022
(1/10-5/8)

Summer
2022
(5/9-
8/7)

Fall 2022
(8/15-12/8)

Spring 2023
(1/9-5/4)

Fall A
(8/16-
10/10)

Fall B
(10/11-
12/5)

Spring A
(1/10-
3/6)

Spring B
(3/14-
5/8)

Summer
(5/9-
8/5)

Fall A

Fall B

Spring A

Spring B



Findlay Semester Academic Calendar Facts

- Students can only take courses in the calendar associated with their declared Program of Study
- Allows for growth of additional online programs utilizing 16-week classes such as competencies.
- Eliminate one start date in the Summer for Degree Completion.
- Student starting in B term, would have billing/financial aid implications.
- Students in the Accelerated Programs cannot attend courses in this Semester Academic Calendar unless it is a declared Program of Study on their record.



Accelerated Academic Calendar 8 Week (Formerly Called Blocks)

Fall 1
(8/23-
10/17)

Fall 2
(10/18-
12/18)

Spring 1
(1/10-
3/6)

Spring 2
(3/7-
5/1)

Summer
1
(5/9-
7/3)

Summer
2
(7/4-
8/28)

Fall 1

Fall 2

Spring 1

Spring 2



Findlay Accelerated Academic Calendar Facts

- Students can only take courses in the calendar associated with their declared Program of Study.
- There will be a need to address the 16-week classes currently being offered by ENVM and HINF.
- Student not associated with an accelerated Program of Study will not be eligible to enroll in courses offered in this calendar.
- Billing/Financial Aid, Advising, Recruiting and Admissions is available for each 8-week academic period.
- Better management of date controls.



Integrative Academic Calendar

(Weekend or 4 modules per year)

Fall 9/6-
11/21/21

Winter
(1/3-
3/20/22)

Spring
(3/21-
6/5/22)

Summer
(6/6-
7/24/22)

Fall

Winter

Spring

Fall
Weekend
(9/10-
11/21/21)

Winter
Weekend
(1/7-
3/20/22)

Spring
Weekend
(3/25-
6/5/22)

Summer
Weekend
(6/10-
7/24/22)

Fall
Weekend

Winter
Weekend

Spring
Weekend



Integrative Academic Calendar

(Weekend and OTD or 4 modules per year)

Fall 9/6-11/21/21	Winter (1/3-3/20/22)	Spring (3/21-6/5/22)	Summer (6/6-7/24/22)	Fall	Winter	Spring
Fall Weekend (9/10-11/21/21)	Winter Weekend (1/7-3/20/22)	Spring Weekend (3/25-6/5/22)	Summer Weekend (6/10-7/24/22)	Fall Weekend	Winter Weekend	Spring Weekend
OTD Option 2 M-F	OTD Option 2 M-F	OTD Option 2 M-F	OTD Option 2 M-F	OTD Option 2 M-F	OTD Option 2 M-F	OTD Option 2 M-F



Findlay Integrative Academic Calendar Facts

- No overlap of terms (i.e., Spring classes cannot overlap with Summer).
- Allows for Billing/Financial Aid to reflect and disburse accurately.
- NO flexibility in clinical rotations (rotations must operate within the term begin and end date).
- Any programs currently in Non-Standard (PT and OT) can move to a Standard Semester and gain flexibility in offering clinical rotations.



CCP
Full Year

Fall-Summer
(08/09/2021-08/08/2022)

Fall-
Spring

Fall

Spring

Summer



	August 2021	September 2021	October 2021	November 2021	December 2021	January 2022	February 2022	March 2022	April 2022	May 2022	June 2022	July 2022	August 2022	September 2022				
Semester		Fall 2021					Spring 2022					Summer 2022			NEW AY			
Accelerated		Fall 1		Fall 2			Spring 1		Spring 2		Summer 1		Summer 2			NEW AY		
Integrative			Fall					Winter		Spring			Summer					NEW AY
CCP		Full Year														NEW AY		



Questions?



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