Date: 5/26/2020

Time: 2:30 pm

Location: WebEx

1. Welcome & Roll Call

| **Name** |  | **Name** |  | **Name** |  |
| --- | --- | --- | --- | --- | --- |
| Candice Sutterfield | X | Jennifer Hobbs | X | DawnAnn Wilson | X |
| Tina Flores-Nevarez | X | Kristen Suehs | X | Dr. David A Giles | X |
| Elizabeth Schwartz | X | Kay Schubert | X | Kem Morgan | X |
| Kelli Holt | X | Martha Alexander | X | Debra Cortinas | X |
| Laura Quirino | X | Keisha Lamb | X | Lloyd Butler | X |
| Brad Blair | X |  |  |  |  |

1. Action Item Review – None, initial meeting
2. New Items
   1. Invitation to review Discovery Boards for All
      1. TAMUS is part of the Early Adopter program which means we have the ability to review and give feedback and recommendations for changes to Workday as they develop this feature.
      2. This version of the Discovery Board will be released or GA (Generally Available) in September
      3. This is an evaluation of using Workday’s delivered, indexed data sources to create discovery boards. Data sources being developed by the Prism project will not be available at this time.
      4. 2 questions to evaluate:
         1. Feedback for the Workday Early Adopter group – Do you have any recommendations for changes to how the tool behaves? Did you experience any issues or errors?
         2. Useful to open to the Members? – Is this a tool that we should open to the Members? If yes, any thoughts on what type of user should have access and should any training be required before giving access?
      5. Evaluation Plan
         1. The getting started instructions are intentionally very light. Part of the reason for this is to help the Workday Reporting team hear feedback from you about how much and what kind of training is needed for a successful rollout to member if that is the recommendation.
         2. We will use the new Executive View Only role for evaluation
            1. For testing purposes, the working group’s regular role assignments will be removed and they will only have the Executive View Only role so that it is a true test of what someone with only that role will experience.
   2. Discuss use of a new role “HR Executive” for dashboards
      1. There was agreement with the proposed usage and permission granting being performed by Workday Services.
      2. Move forward with usage of “HR Executive” role for dashboard and scorecard usage
      3. Rename to “Executive View Only”
      4. Pending testing and further review if the role should be constrained by Company/System Member Part or unconstrained.
3. Decisions
   1. None
4. Questions/Comments
   1. Discovery Boards are accessed via Workday Drive and poxy access is not permitted in Drive. So, we do not have the ability to see the discovery board experience as another person.
   2. For the Executive View Only role, there were a lot of questions around what fields will the role be given access to. Before making a decision on the new role’s constraint level (by Company and System Member Part vs unconstrained), the working group agreed that more testing and specifics were needed in order to make that decision.
      1. Workday Reporting and Security will work to establish an environment to test the breadth of access and provide more information as part of the discovery board evaluation.
5. Next Steps
   1. Next Meeting: June 23rd, 2:30 – 3:30