**Information Technology Annual Report**

**September 1, 2023 – August 31, 2024**

**Goals:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Goal/Metric** | **Accomplished** | **In Progress** | **Not Accomplished** |
| **Improve the Workday implementation for students and faculty by assisting and consulting with the Department of Information Technology Services on issues associated with the implementation**  | Key Result #1: January 2024, recruited faculty members from all colleges to participate in a pilot project of Workday implementation for faculty.     Key Result #2: April 2024, reviewed feedback provided by faculty and students participating in the pilot project of Workday implementation met with representatives from the Department of Information Technology Services to discuss its input.   Key Result #3: May 2024, identified strategies to improve training sessions, job aids and related materials, as well as methods for working with faculty and students.    |  |  |

What were your top two successes?

1. Recruited faculty members from all colleges to participate in a pilot project of Workday implementation for faculty.
2. Identified strategies to improve training sessions, job aids and related materials, as well as methods for working with faculty and students.

What were your top two challenges?

1. Were unable to have any committee members volunteer for and assume leadership positions in the committee when they opened up over the course of the year.
2. We were unable to find a monthly meeting time that all committee members could attend on a regular basis. Many meetings were held with a minimal quorum and several without a quorum.

Please list the dates of your meetings:

8/14/2023

9/8/2023

10/9/2023

11/6/2023

1/13/2024

2/5/2024

3/4/2024

4/17/2024

6/3/2024

Please submit the report to Heather Loughney (hl@uakron.edu) by September 18, 2024.