Professional Staff Development Report

Printed Name Jennifer Howard

Date(s) of Activity 08/14/23

Description of Activity Workday training that covered the timeline for implantation, student and faculty application, examples of setup and uses, submitting travel expenses, qualified travel expenses, safety protocols, HLC updates, Assessment Committee website, Program Review timeline, and campus updates.

Hours actually spent on activity/meeting or hours of college credit completed. 6

Items of interest to other staff members **all of the above**

Rate this activity in the follow categories from 1 to 5 (5 being the most positive response)

To what level did the activity meet your expectations? **3**

To what level did your involvement in this activity benefit you? **3**

To what level did your involvement in the activity benefit UARM? **3**

How strongly would you recommend this activity to others? **3**

Submission Date **08/21/23**

1. Add Last Name-Department to end of file name.
2. Submit the document to Yanel Rios.
3. Include a printed copy in program review binder.