

**Online Prevention & Compliance Training**

**RFP No. 102022**

**Summary of Voluntary Pre-Proposal Meeting and Follow-up Questions**

**Tuesday, November 1, 2022, 11:00AM CST**

On November 1, 2022, the University of Arkansas held a Voluntary Pre-Proposal Meeting for RFP 102022.

**Terry Fuquay, Director of Administrative Services for the University of Arkansas System gave the following opening comments:**

Good morning, everyone. Thank you for joining today for the voluntary pre-proposal meeting, RFP No. 102022, titled Online Prevention and Compliance Training. My name is Terry Fuquay, and I am the Director of Administration Services at the University of Arkansas System. I am also the point of contact for this RFP.

Today’s meeting is being recorded and we’ll be creating a list of today’s attendees. So, if you will, please type your name and company name in the chat box.

Just a couple of reminders—should you have any questions after today's call, please send them to me by email no later than Monday, November 7th, 5:00 PM Central Standard Time. My email address can be found in the RFP.

Proposals are currently due by Tuesday, November 29th, 5:00 PM Central Standard Time and the proposal opening will occur on Wednesday, November 30th, at 10:00 AM Central Standard Time.

We also reserve the right to extend any deadlines and other requirements which will be published on HogBid accordingly.

Joining me today on the call is Steven Fulkerson. He is the chief information officer for the UA system. He will be giving an overview of the RFP. Then we'll open up the call for any questions. Also joining me today is Melissa Rust. She is the Vice President for University Relations for the UA System.

Steven, I will go ahead and turn it over to you.

**Steven Fulkerson, Chief Information Officer for the University of Arkansas System, provided the following overview of the UA System and the RFP:**

Over the last four years, the UA System has worked towards the concept of the system functioning more like a system. This is a directive from our Board of Trustees and our President that they want the collective of the UA System to come together when it makes sense and do things together to maximize the opportunities that it has. Before this initiative, the System was kind of a loose confederation of organizations, and today it's more of a stronger unified organization. One of the foundational components of this has been the implementation of Workday, which includes Workday Learning, and as of July 1, all institutions in the UA System are on Workday. Workday Learning just came on live July 1 and after we reached that final milestone of bringing fifteen organizations from fifteen different ERP solutions to one, we can now start doing big things like this RFP around training.

The other aspect of this is on the student side. We do have a system-wide agreement with Blackboard. So, we have standardized on Blackboard as our LMS.

A final third component, that is more techie and behind the scenes, is we have established a unified federation for identity. We have the ability to share resources from the system level out to all campuses. This is really kind of an interesting venture for the UA System. We want to move to having a more robust training program for our employees. We want to have more of a consistent approach which is in line with the present vision for the UA System. In order to get started on that, we felt that we needed to do an RFP.

What are the best practices for training for employees? What should we be doing at every campus? What are things that are specific to other campuses or certain campuses. We have an academic medical school. We have AREON. We have a high school. We have seven community colleges, so there's a lot of variety across the system. We're trying to establish the best practices from an HR standpoint as well as from a student standpoint. We’re trying to move forward collectively and have a more system-wide training program put in place. This is bringing everyone together.

We do have some training contracts that are in place today, and there will be some process of phasing those contracts out as we move to this so that could be a component that we have to consider depending on who we select.

That is the big vision for the UA System. Obviously, we want something that integrates from a technical standpoint with Workday that is going to be our LMS. But we also realize that there are situations where you may have content within Workday Learning where you really punch out to some provider resources and then that information on that class flows back in. So, we're open to a lot of different options. But that's kind of the big picture of what we've got going on.

**The following questions were raised during the call:**

Question 1: My team and I have some questions related to the drug-free workplace. What do you imagine that course would look like, is there other information around the drug free workplace you could give me? Is it related to Staff or Students?

Answer: The course should provide employees with an understanding of drug and alcohol abuse in the workplace. At a minimum, the course should review the Drug Free Workplace Act, educate employees on recognizing the signs of substance abuse and addiction, and knowing their role in fighting substance abuse on the job.

Question 2: Is there a desire to do both system level as well as individual institution level data reporting?

Answer: Yes. With Workday, we have that reporting ability. We are set up as a multi-institution implementation. So, each campus is its own separate company within Workday and they all roll up to the system office level.

Question 3: In terms of the learning outcomes, for example, for the courseware that you would deploy, is that also something you'd be looking for at the system level?

Answer: At the system level, there will be mandatory courses that each campus will administer. There will also be mandatory courses that are specific to certain campuses. All campuses will be able to choose from the optional training courses.