

UAB Faculty Activities Committee

October 5th 2015

12:00 – 1:00 pm

SHP-645

Members Present: Suzanne Austin, Phillip Borden, Jon Corliss, Joe Fleming, Laretta Gerrity, Roy Koomullil, David Yother, Kenneth Pruitt, Midge Ray, and Marry Warren.

I. Meeting Minutes: Meeting notes from May 6, 2015 were approved as distributed.

II. Personnel changes: All project personnel were identified and the following changes were recognized:

- Allen Kelly is a new member of the technical team
- Kenneth Pruitt is the Interim for Phillip Borden
- Scott Plutchak will be taking a lead role in CV and bio sketch functionality

III. Update on Faculty Profiles

a. Faculty Activities Committee Meetings: Midge talked about the frequency of UAB Faculty Activities Committee meeting. The group agreed to meeting every two – three months to discuss project updates and any issues related to implementation.

b. Faculty Profiles Functionality: The two functionalities, Teaching activities and Professional activities, were demonstrated. The Publications and Grants functions should be added to the system in late summer. Scott is working on evaluating the Bio sketch function.

IV. Faculty Profile Reporting

a. Individual and Aggregate Reports: We have established a reporting subcommittee to identify the types of individual and aggregate reports that are needed. Phillip talked about the reporting dates for performance evaluations and noted that many of the schools have different due dates. Currently we are pilot testing some of the individual reports and we should have some ready by Spring 2016.

b. Oracle data cleanup: Currently Oracle does not capture the institutional names for foreign universities that faculty might have attended. We are currently looking at some databases and plan to purchase one that will identify the various foreign universities. UAB HR is working on the details of the cleanup and will be requesting the schools and departments oversee the cleanup of the faculty data. Anita Clemon will be sending out an email concerning the cleanup.

V. Version Release and Up-grade Process

a. Version 4.16 - The new software upgrade Version, 4.16 is in the test instance and being tested within IT. There will be a slight difference on the front end. We will be asking a group of testers in the next few weeks to test and validate all the functionalities. The new release has well framed reporting capabilities. Next year we will have major User Interface changes.

VI. Training Updates

a. Optometry, School of Education, Library, Health Professions and Engineering are completed

b. CAS and SOM are ongoing and being rolled out to department by department

c. School of Dentistry training is scheduled for 30th of October

VII. Next meeting:

- Next meeting will be scheduled in December.