



PRO: Professional Record Online

Steering Committee Minutes November 1, 2013

Steering Committee Members Present: Mary Lee Hummert, chair; Danny Anderson, Ben Eggleston, Nancy Kinnersley, Rob Lytle, Linda Mannering, Sara Rosen, Chris Steadham, Deb Teeter, Rodolfo Torres, Steve Warren

Nancy Kinnersley, President of the University Senate and Chris Steadham, President of the Faculty Senate are new members.

Linda Mannering highlighted progress made in PRO since the May 7, 2013 meeting. Over 1,100 CVs which represent approximately 1,000 faculty currently active in PRO are loaded. Over 82% of faculty in KU academic units have data loaded to PRO. Over 450,000 transactions have occurred to build 300,000+ records PRO since December 2011. More than 500 faculty have attended a PRO training session individually or in small groups. Training sessions will continue into fall 2014. Training of sciences and mathematics was moved to spring 2014 in anticipation of new upgrades and features currently being tested by Digital Measures that will be of particular interest to those disciplines.

Over the summer, IT successfully connected CMS/Drupal to PRO information to faculty web pages. The connection must be activated by web page masters in departments/units. Information about the PRO to faculty web page link is available at <http://cms.ku.edu/facultypro>

The Schools of Architecture, Engineering, and Pharmacy are in preparation discussions with the PRO team currently outlining reports and considering screen designs. The PRO Data Entry Team will begin loading CVs to PRO mid-November.

Linda discussed the first annual users group meeting sponsored by Digital Measures at their headquarters location in Milwaukee. The new functionality for downloading publications directly into PRO was introduced at the meeting and new features were discussed. Digital Measures asked clients to vote on and prioritize development of new features. The list of features to be prioritized was discussed at the PRO Steering committee meeting. Generally, it was agreed that those improvements that would directly improve faculty use should be of the highest importance. Some of the most important features discussed included the ability to format text in text boxes in the screens, to sort and filter records on summary screens, to make visible an audit trail, to add dates of last updates to screens, and to build a drop box for saving or submitting reports. Other features of importance were discussed, but not included in the prioritization list.

The PRO steering committee said that they are beginning to see the use of PRO forms and reports with materials submitted for applications.



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Linda described what she learned from other AAU/research institutions who attended the Digital Measures conference. It was highly productive to network with peer institutions and build relationships with individuals responsible for DM implementations at their institutions.

The PRO Steering Committee affirmed that the PRO Data Entry Team should stay focused on the loading of CVs until completion. While the creation of reports currently trails the data entry work, creation of reports for units and campus-wide use should be complete by summer of 2014. KU will complete training of faculty fall 2014 so that all may use PRO to manage annual reporting, to generate promotion and tenure CVs and to accomplish basic reporting on their activities by spring 2015.

Minutes prepared by Linda Mannering