KU

PRO: Professional Record Online

Steering Committee Minutes
December 11, 2012

Steering Committee Members Present: Mary Lee Hummert, chair; Ben Eggleston, Diane Goddard, Chris Crandall, Roy Lytle, Linda Mannering, Sara Rosen, Deb Teeter, Rodolfo Torres, Steve Warren

Committee members were asked to review the minutes from the April 16th meeting and send any changes via email to Linda Mannering.

Linda Mannering summarized the progress report that was distributed as a hand-out along with the agenda. Six schools are preparing to use PRO to develop and submit annual reports for the previous 2012 calendar year: Music, Business, Journalism and Mass Communications, Law, Social Welfare, and Education. Additionally, the School of Public Affairs and Administration is the first CLAS unit to use PRO. Many faculty in the six schools have received training on how to enter information and generate reports in PRO. The School of Social Welfare having completed training in PRO, has requested and been approved to expand their usage to research staff and graduate research assistants. This will enable the School to report out all research activity in PRO for the following year. Social Welfare has accepted additional responsibility for entering staff and GRA data and in maintaining the PRO system into the future.

Throughout fall 2012, the PRO team has been keying vitae for faculty in several CLAS units. Those units that will be nearly complete by December 31, 2012 are: School of the Arts, Foreign Languages, English, and Classics. The units next up on the schedule are: History of Art, History, Humanities & Western Civilization, Philosophy, and Religious Studies all of which should be entered into PRO by the end of March.

A hand-out Status Report was a statistical summary of PRO team activity indicating that nearly 45% of CVs are keyed to PRO. Over 7,200 CV pages are now generated in PRO and over 7,200 journal articles have been published by faculty in the six schools and the School of Public Affairs and Administration.

Linda did a brief powerpoint presentation of PRO screens showing the changes and updates made to improve data entry of creative works and international activity.

The target completion date for campus-wide data entry is May, 2014. The timeline for developing reports will extend through the end of 2014. Training will run continually from now on to assist faculty with using PRO.

Progress In the Schools
Approximate 57% of faculty in the six schools listed above and Public Affairs and Administration have participated in training.

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Summary of Progress and Activity

Since the April meeting, progress was made on:
- Tracking priority client status work request turnaround time
- Developing PRO to be a comprehensive university-wide data collection and reporting tool – over 350 works requests have been submitted to Digital Measures since April, 2012 for upgrades and improvements to PRO.
- PRO feed of information to faculty web pages (IT project)
- Updating the PRO Web Site (housed in OIRP)
- Writing user guides for preparation of Annual Reports
- Developed improved reporting for "External or International Connections and Collaborations"

During the PRO Steering Committee meeting, we discussed the how creative activity is being collected in the arts and humanities and that there is overlap among the disciplines. Performances and artistic works in the College include activities such as readings, exhibitions, productions, plays, films, and artist-in-residence work and a wide variety of audiences and venues.

The committee reviewed the Engaged Scholarship description and the elements of what is engaged scholarship. Currently, the definition of engaged scholarship is broad.

Faculty web page links are being defined to link PRO to CMS. Linda Mannering is working on the data field list and publication style rules that will apply. The IT CMS team will coordinate campus-wide CMS/faculty web page development and the links to PRO. Roy Lytle indicated that one of the difficulties with defining PRO for web page display is the ongoing development of PRO and changes that modify the database and data fields. The PRO database changes should begin to slow down, but there will still be changes up until spring 2014.

The NSF/NIH biosketch screen has generated a lot of interest among faculty and the 'Patents and Copyrights' screen remains to be finalized as a supporting screen for the NSF/NIH biosketch capability.

Steve Warren requested that the next meeting be a presentation from a School that has implemented PRO. It was suggested that the steering committee meet in February, 2013.

Minutes prepared by Linda Mannering