

Faculty Activity Reporting System Steering Committee

October 28, 2010, 4 p.m., Youngberg Hall Conference Room (and conference call)

Members and Staff Present:

Steve Warren, Chair; Ben Eggleston, Joshua Rosenbloom, Deb Teeter, Ryan Cherland, Paul Terranova (by phone), Julie Loats, Kevin Boatright

Agenda

1. Update and discussion of possible FAR System vendors
2. Update and discussion of upcoming stakeholder group meetings

System-Vendor Discussion

Discussion ensued concerning the pros and cons of various systems that could potentially provide the services desired for the FAR System. Warren commented on a product demo he witnessed yesterday. The vendor has been doing this kind of work for a number of years and the subscription cost is affordable. The vendor has many clients we could contact for references. This approach might require more data entry on our part at the front end, but it remains our data – an advantage. This vendor may also be able to provide on-line course evaluations. Other vendor options remain under consideration, but are more expensive and have less-proven technology.

Stakeholder Committee Meetings

The Lawrence Campus and Medical Center campus stakeholder groups are scheduled to meet in early November. Dates are November 2 at Lawrence and November 9 at KUMC. Each group is representative of every department and organization at each campus. If the invited participant is unable to attend, a designee is asked to attend.

Warren will chair the Lawrence meeting and Terranova will chair the KUMC meeting. Warren will prepare a PowerPoint presentation for the meetings with the following agenda items:

1. Background: review of the Research Engagement Task Force report
2. Why have a faculty activity reporting system?
3. Introduction of the FAR System Steering Committee (seated together)
4. Role of stakeholder groups at both campuses
5. Discussion: “Principles that should guide the system” (led by Eggleston)
6. Timeline for the project
7. Seek feedback: questions and comments welcome both now and later

Discussion ensued concerning likely questions and concerns that will come up at the stakeholder meetings. Examples include:

- How does this tie into KU's overall research engagement plans?
- How easy will it be to use and update the system?
- Is this a form of surveillance?
- Will the information be used to cut academic programs?

Observations: these data are already freely available, it's better to be pro-active about the collection and analysis of the data, it's preferable to making decisions in the absence of data, the system will be populated by others for faculty to review, correct and update, usability is a factor in any system, "it will be no worse than updating your CV," etc.

Next steps:

- Consider staggering the FAR System introduction
- Consider inviting volunteer departments to test out the chosen system
- Arrange on-campus demonstrations for stakeholders at a future date
 - Ideally, enable them to use a computer during the demonstrations
- Post a web page that links to vendors, meeting minutes, PowerPoint, comments, etc.
- Seek testimonials from other clients-users of vendor systems

Other Business

The meeting adjourned by 4 p.m. The next Steering Committee meeting will be scheduled for a time and place to be determined, sometime following the two stakeholders meeting and the receipt of additional vendor information or proposals. Committee members are encouraged to attend one or both of the campus meetings and to sit together as a group.

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