GET TRAINED

Check out the website for links to training for faculty and proxies. If you want to schedule individualized training for yourself or your department, email Trista Hoehne for OKC Campus or Angela Miller for SCM Campus.

AVAILABLE RESOURCES

Our website has many new resources available to assist you with entering your information into Activity Insight.

- Updated Decision Trees
- Updated CV Quick Guide
- Tutorial Videos
- CV Color-Coding How-To
- Anatomy of a Citation
- Determining Scope

WE NEED YOUR HELP!

As we work to make Activity Insight more accessible and useful, we want to know how you will use the information in the system. Calling all to take the survey below:

- Proxies
- Faculty
- Department Administrators
- Section Chiefs
- Department Chairs

NEW PROJECT COORDINATOR

Trista Gipson Hoehne, MS

With a Master of Science in College Student Personnel, Trista has served the College of Medicine since 2017 in the Office of Medical Education and the Section of Genetics. Trista has spent her entire adult life in higher education and firmly believes in the power of an education to change a person’s life for the better.

In her free time, Trista enjoys chasing around her toddler and dogs with her husband by her side. She’s also looking forward to the post-pandemic world of spending time with friends and family and traveling.

https://medicine.ouhsc.edu/Faculty-Staff/Activity-Insight
PROMOTION AND TENURE SEASON

by Sheila Crow, PhD

The promotion and tenure review process occurs on an annual cycle, with awards of promotion and tenure taking effect on July 1 of the year following application. Faculty are evaluated for promotion or tenure based on the criteria established by their career track. Our guide to promotion and tenure is updated regularly and intended to provide transparency and assist faculty members in planning for and successfully achieving promotion and/or tenure. You may find more information on our website.

Contact your department chair or division chief to discuss your candidacy and learn about your department’s internal process for evaluating and nominating candidates. Some departments have departmental committees that review applications and make recommendations to the chair and therefore may start their review processes well before the department chair’s nomination of a candidate is due to the Faculty Affairs Office.

All promotion and tenure candidates prepare a packet that is reviewed by the department chair’s office, the COM dean’s office, the P&T Committee, and the OUHSC provost’s office. The packet requirements vary by rank and career track, and your completed application should be submitted to your division chief or department chair’s office according to departmental deadlines. Contact your department’s administrative leadership to learn of the deadline, and visit our website page for additional guidance. The following timelines may be helpful to better understand the promotion and tenure process.

<table>
<thead>
<tr>
<th>Tenure Timeline</th>
<th>Non-Tenure Timeline</th>
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<td>Please don’t hesitate to reach out if you have any questions or concerns.</td>
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*Tulsa Faculty are on a different schedule. Check with the SCM Faculty Affairs Office for more information.*

NEW PROXIES

We would like to acknowledge the proxies who have completed all three sessions of the new training program.

Congrats!

Jennifer Burks- Surgery
Susan Clark- SCM Emergency
Denise Dennis-Med Informatics
Rita Hains-SCM Family
Ruth Nichols- Med Cardio
Isabel Nierwinski- SCC
Cyndi Phillips- SCC
Tamara Reed- Med Cardio
Tammy Ridley- Urology
Sean Rose- Surgery
Andie Stringfellow- Psychiatry

A MORE USEFUL SUMMARY SCREEN

Digital Measures will soon roll out a new view of the summary screens. New features include filtering by Contribution Type, Status, Date, etc.

We are hopeful these new features will make your Activity Insight experience even better!

https://medicine.ouhsc.edu/Faculty-Staff/Activity-Insight