OFFICE OF THE PROVOST AND VICE-PRESIDENT (ACADEMIC)

To: All Deans, Chief Librarian, Chairs/Directors, College Managers, and Administrative Assistants in all Academic Units

Date: June 5, 2012

From: Maureen Mancuso, Provost and Vice-President (Academic)

Re: eCV Project Update

I am writing to provide an update with respect to the Electronic Curriculum Vitae (eCV) project, which is co-sponsored through the Office of the Provost and the Office of the CIO. As you may recall, the primary purpose and goal of the eCV project is to improve the management of data and information related to the Tenure, Promotion and Performance Assessment deliberations processes. At the same time, the eCV project will enhance the opportunities for Faculty, Librarians, and Veterinarians to be able to easily maintain and update their CV information in one location, and to then be able to generate reports (e.g., Tenure and Promotion Committee submissions, Tri-Council Applications) from the information, in the various formats which are commonly required in the academic community (both internal and external to the University of Guelph) and in the various academic disciplines.

Following completion of the University of Guelph’s established procurement process, which included vendor presentations, trial test cases and reference checks, I am pleased to announce that we have now reached agreement with Sedona Software (www.sedonaweb.com).

Recognizing the large scope of this project and that 2012 is a biennial assessment of performance for all faculty, librarians, and veterinarians, it was decided that the project would be initially piloted in two colleges. The Ontario Agricultural College (OAC) and the Ontario Veterinary College (OVC) have been selected, through discussions at VPAC and with the eCV Project team members, as the piloted areas. To minimize negative impacts on faculty workload in implementing the Sedona system, student workers are being hired to transfer, in June and July, all OAC and OVC faculty CVs to the Sedona system. In August, faculty in OAC and OVC will then be requested to review their eCV information, as it will now appear in the Sedona system, to ensure its accuracy. It is then anticipated that the OAC and OVC Tenure and Promotion Committees will use the Sedona eCV system to conduct the 2012 Tenure, Promotion and performance assessment deliberations.
Please be assured that my office is working closely with the Deans and the Faculty Association to ensure there is no negative impact or effect, resulting from the transfer of information to the Sedona System, for faculty in OAC and OVC. Of particular concern will be for those who are in final year consideration for Tenure and Promotion to the rank of Associate Professor.

More detailed information about the project, the Project Team members, answers to commonly asked questions, and regular updates regarding the eCV Project, can be found under the Programs section at the following link on the Provost’s website:

http://www.uoguelph.ca/vpacademic/

The pilot project will permit faculty, chairs, and academic administrators to appropriately assess the system and to provide constructive and meaningful feedback for the future broader implementation plan. It is anticipated that the remaining Colleges and the Library will be scheduled to commence participation in the eCV Project, using the Sedona System, following conclusion of the 2012 Tenure, Promotion and Performance Assessment deliberations process (i.e., middle of the Winter 2013 semester).

If you have any immediate questions or concerns, please feel free to contact my office and/or a member of the eCV Project Team.

c. J. Sheeshka, President, UGFA  
S. Hubers, Executive Officer, UGFA  
T. Jandrisits, Director, Faculty and Academic Staff Relations  
C. Steeves, CIO and Chief Librarian (Interim)  
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