

May 22, 2019

To: Business Officers and Academic Personnel Analysts (via SBADM-L)
From: Cindy Doherty, Academic Personnel Director
Re: Outside Activity Tracking System (OATS) Training

As announced May 8, 2019, <https://ap.ucsb.edu/news.and.announcements/memos/>, UCSB is partnering with UCLA's DGIT team to offer training for UC's Outside Activity Tracking System (OATS). OATS will replace UCSB's *AP Folio* Conflict of Commitment and Outside Activities reporting system for reporting year 2018-19 forward in June 2019.

Department staff will play an important role in facilitating this process. Business officers and others who manage academic personnel matters are strongly encouraged to attend one of the two training sessions for "reviewers."

Prior registration for in-person training may be found at:
<https://ap.ucsb.edu/~staff.training.registration/>

Reviewer (staff) sessions:

Tues May 28, 8:30-10:00am, McCune Conference Room, HSSB 6020
Zoom: <https://uclahs.zoom.us/j/466745791>
Meeting ID: 466 745 791

Wed May 29, 10-11:30am, McCune Conference Room, HSSB 6020
Zoom: <http://uclahs.zoom.us/j/856810994>
Meeting ID: 856 810 994

Join Zoom from PC, Mac, Linux, iOS or Android, or by Telephone +1-669-900-6833 or +1-646-876-9923 and enter the Meeting ID.

Sessions will also be recorded for later viewing.

Questions regarding this announcement or the OATS training may be directed to June Betancourt at june.betancourt@ucsb.edu

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