



Faculty180 Briefing: Deans and Chairs Chairs and Faculty

December 18, 2012

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Chair/Faculty Agenda

- ▶ What is Faculty180?
 - Features and benefits of Faculty180
- ▶ How Faculty180 is set up at LTU
 - Who will be responsible for what
- ▶ Logging In to Faculty180
- ▶ Getting Started
 - Entering Profile and Workload information

What Is Faculty180?

- ▶ "Software as a Service" solution for managing faculty information
- ▶ Maintains wide range of faculty information
 - Profile information
 - Teaching load history
 - Record of scholarship and service
- ▶ Replaces paper-based processes including "faculty accomplishments" document
- ▶ Used to support faculty annual evaluations and tenure processes in Fall 2013



Features and Benefits of Faculty180

- ▶ Secure repository for official transcripts and CVs
- ▶ Teaching load history in one place
- ▶ Provides self evaluation reports
- ▶ Creates portfolios for annual reviews and tenure/promotion decisions
- ▶ Potential for reducing duplicate data requests



How Faculty180 Is Set Up at LTU

- ▶ Provost's Office maintains LTU-specific tables, workflow processes, official academic credentials
- ▶ Institutional Research loads faculty, course, and teaching data
- ▶ Departments ensure maintenance of faculty information
- ▶ Help Desk provides end-user support
- ▶ ITSD provides technical support



Logging In to Faculty180

- ▶ provost.ltu.edu under "Academic Policies"
 - Use LTU network ID and password
- ▶ Home Page Features
 - Profile Form – more static
 - Workload Form – more dynamic
- ▶ Reports
 - My Activities – selected by semester
 - Vita – standard and customized
 - Prior Workload Forms
- ▶ Brief "Guided Tour"



Getting Started – Profile Form

- ▶ Basic info entered by IR
- ▶ Official CV and Transcripts entered by Provost
- ▶ Evaluations entered by Chair
- ▶ Profile information can span multiple years



Getting Started – Workload Form

- ▶ Workload Form
 - Teaching load entered by IR
 - Course evaluations entered by Department
 - Workload Plan added as part of annual evaluation
 - Begin with 3–5 year retrospective history
 - Can span multiple semesters
 - Scope: Local thru International
 - Category: Instructional, Professional, Research
 - Most areas allow attachments and links
 - Bibliographic citations can be imported, perhaps entered by Library in the future

