Faculty Professional Activity Reporting Project

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Purpose

- Move away from paper and develop an online process for submission of the Professional Activity Reports (PARs) and Vita
  - The current paper process makes it difficult to centralize and record faculty contributions

  - Most of our peer institutions already have this: GVSU, Ferris State, UM, MSU, etc.

- Streamline process for faculty by having them enter any and all professional activity data only once
  - It automatically updates the vita

- Faculty/chairs will no longer have to fill multiple requests for the same data

Other Benefits

This project will:

- Provide a vehicle by which faculty, with the click of a trackpad, can create different forms of their bios or vitae (NSF, full, abbreviated) and then print in PDF or Word formats

- Aid in our accreditation efforts by pre-building reports from faculty PAR data

- Enable programs, colleges, and WMU to collect meaningful data around our strategic planning, marketing, etc. objectives
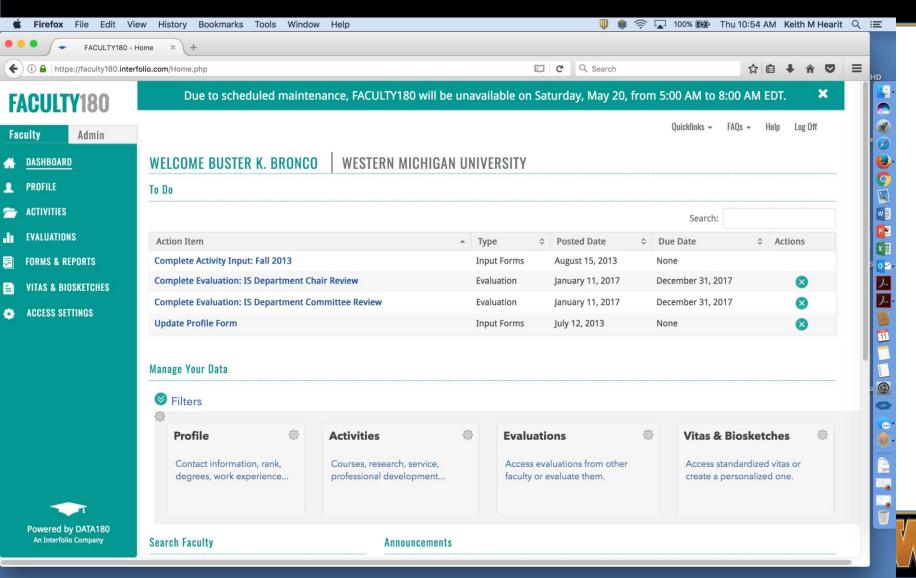 - i.e., number of books published, amount of service learning, etc.

Other Benefits

The system is designed to pre-populate much of faculty PARs by automatically importing data from other internal and external systems
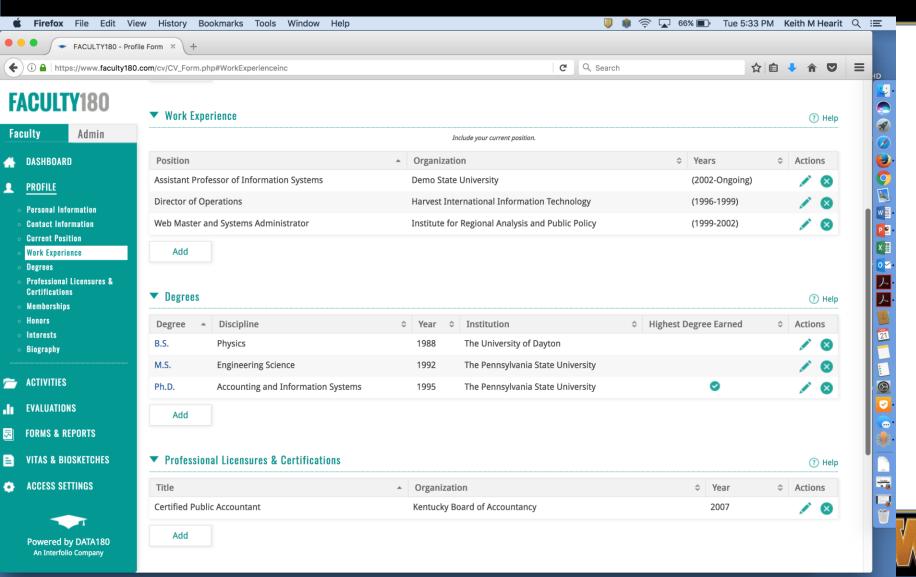
- Internally: profile information, courses taught, student enrollment, total credit hours from Banner and Peoplesoft

- Externally: faculty have the option of importing publication data from Google Scholar, Community of Science and other databases
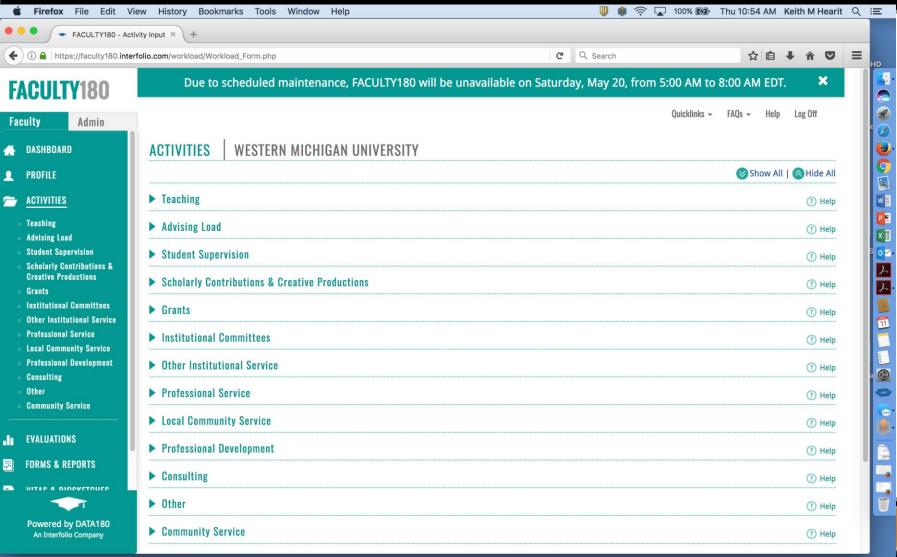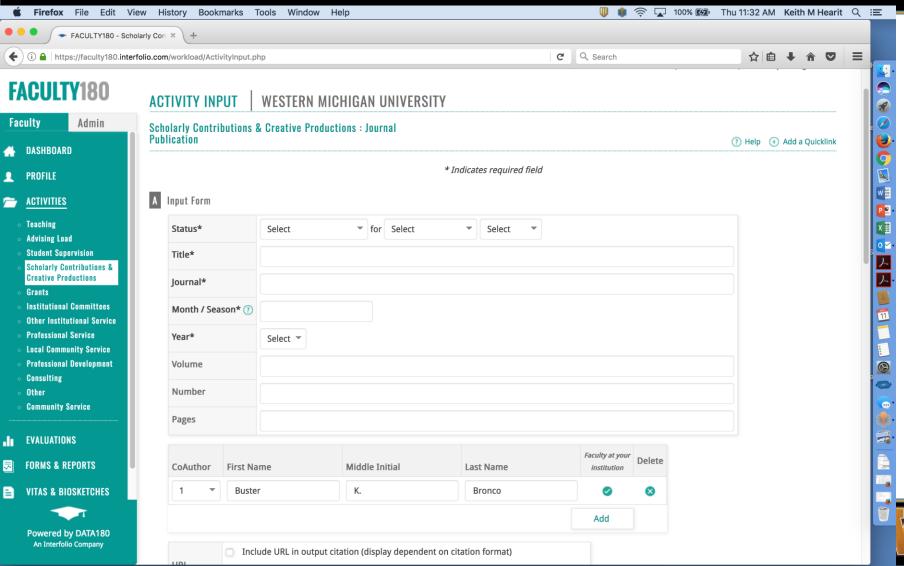
What Does it Look Like?
The Home Screen

What Does it Look Like?
Profile Section

What Does it Look Like?
Activity Screen/PAR Categories

What Does it Look Like?
How to Enter Data: Dialog Boxes

Implementation Committee

- A committee composed of faculty, associate deans, as well as administrative staff

- Co-chairs: Keith Hearit (CAS) and Fen Yu (IR)

- OIT Liaison: Adam Newsted

- This committee also will serve as the initial governance committee

Implementation Committee

Name	Department
Bundza, Maira	University Libraries
Code, David	Fine Arts
Du, Yu	The Graduate College / Academic Labor Relations
Ghantasala, Muralidhar	College of Engineering and Applied Sciences
Hearit, Keith	College of Arts and Sciences
Hoinville, Jay	Office of the Vice President for Research
Mansberger, Nancy	Academic Labor Relations
Newell, Steve	Haworth College of Business
Newsted, Adam	Office of Information Technology
Sinclair, Gil	College of Aviation
Springsteen, Kathleen (Cathe)	Institutional Effectiveness
Thelen, Sally	CELCIS - Center for English Language and Culture for International Students
Vellom, Paul	College of Education and Human Development
Wagner, Cindy	Haworth College of Business
Weinreich, Donna	School of Social Work
Williams, Teressa	Office of Institutional Research
Yu, Fen	Office of Institutional Research

Timeline

- Scope:
  - Over the summer to complete the installation & implementation of Data 180 software suite

  - In September, we'll provide orientation and training that will enable faculty to use the tool

  - The project will go live in early September

  - Faculty will submit their PARs and vitae electronically on October 15

  - ❖ Preliminary testing suggests a self-service interface that is intuitive and easy to follow

Updates/Usage

- Faculty will have access to the system and can update and use their data at any time during the year

- Chairs will have access to the PAR data in their departments

- Deans will have access to the PAR data in their colleges

HLC Compliance

- A secondary project (post-PAR)
- Higher Learning Commission *Qualified Faculty Initiative*
- This is part of HLC compliance
- We'll use the faculty qualifications section of the tool to provide documentation and verification of faculty credentials
- Probably occur in November/December