

# Faculty-180

The University of West Georgia is excited to announce the launch of Faculty180 for Faculty Activity Reporting (FAR). The platform replaces the previously used cumbersome Excel-based FAR with an easier and more efficient way to keep your accomplishments current and organized in an easy to use fashion, as well as manage large reporting processes in a less time-consuming fashion. Trustworthy data from Banner pre-populates a faculty members' academic work (courses taught and number of students) and gives faculty the flexibility to report other aspects of their teaching, grants, scholarly contributions, and service as entries in a user-friendly form or as a reflective narrative. Faculty can export and auto-format data from Faculty180 to generate and update their CV's while Department Chairs can produce rich reports for annual evaluations or accreditation.

All faculty have an account in Faculty180 accessible via the OneLogin portal (<https://westga.onelogin.com/launch/1156491>). You are encouraged to set up your Profile (recommended but not required). All faculty will be notified as to when they should begin entering their calendar year 2020 activities by their Department Chairs. Faculty will also receive a dashboard notification in Faculty180 for all tasks that need to be completed. Clicking the link in the notification will take faculty directly to the activities sections to be completed.

The following fields are available for your input in these two sections:

Profile	Activities
<ul style="list-style-type: none"><li>• Personal Information</li><li>• Contact Information</li><li>• Biography</li><li>• Scholarly Interests</li><li>• Education</li><li>• Professional Licensure &amp; Certification</li><li>• Current Position</li><li>• Professional Experience</li><li>• Rank and Promotion History</li><li>• Institutional Appointments</li><li>• Military Experience</li><li>• Honors and Awards</li><li>• Professional Society Membership</li></ul>	<ul style="list-style-type: none"><li>• Courses Taught</li><li>• Other Teaching Activities</li><li>• Curriculum Development</li><li>• Faculty Directed Student Research/Individual Student Work</li><li>• Advising</li><li>• Grants</li><li>• Research</li><li>• Professional Development</li><li>• Scholarly Contributions and Creative Productions</li><li>• Scholarly Editorial Service</li><li>• Professional Service and Consultation</li><li>• Institutional Committees</li><li>• Other Institutional Service</li><li>• Community Service and Engagement</li><li>• Activity Distribution</li><li>• Reassigned Duties</li><li>• Annual Self Evaluation</li></ul>

**Your FAR will be generated based on the following seventeen types of activities:**

Activity Type	Description
<b>Teaching (Faculty Handbook Section 5.1)</b>	
<p><b>Courses taught</b> (Faculty Handbook Sections 5.1.1., 5.1.9., 5.1.10. and 5.1.11.)</p>	<p>Pre-populated by the courses on record in Banner. Add supporting materials to each course taught, such as syllabi, student evaluations, peer evaluations, course materials, student assessments (pre- and post-test, rubric based assessments, external test scores, examples of student work/portfolios). Also, indicate teaching that incorporates community-engaged and/or scholarly teaching approaches and methods.</p>
<p><b>Other teaching activities</b> (Faculty Handbook Sections 5.1.5., 5.1.11, 6.1., 6.2., 6.6.)</p>	<p>Activities directly related to teaching but not reflected in the Courses Taught Section. This includes guest lectures, workshops, seminars, etc. Also, indicate teaching that incorporates community-engaged and/or scholarly teaching approaches and methods.</p>
<p><b>Curriculum development</b> (Faculty Handbook Sections 5.1.6., 5.1.7., 5.1.11., 6.7.)</p>	<p>List courses developed or major course revisions/conversions to online, as well as any program or other curriculum development in this section. This includes curriculum development related to "dual modality" delivery due to COVID-19. Also, indicate if curriculum incorporates community-engaged approaches and methods.</p>
<p><b>Faculty directed student research/individual student work</b> (Faculty Handbook Sections 5.1.4., 5.1.8., 5.1.11.)</p>	<p>This includes working with students on independent projects/study, theses, dissertations, exit papers, research to complement classroom learning, etc. Also, add teaching that incorporates community-engaged approaches and methods.</p>
<b>Professional Growth &amp; Development (Faculty Handbook Sections 5.3 and 6)</b>	
<p><b>Grants</b> (Faculty Handbook Section 5.3.4.)</p>	<p>Grants applied for, even if not awarded/funded. Grants received for research, scholarship, or creative activity; Grants received for curricular development or other academic projects; Submitted proposals for competitive external grants.</p>



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<b>Activity Type</b>	<b>Description</b>
<p><b>Research</b> No corresponding Faculty Handbook section.</p>	<p>Research related activities. Examples include, but are not limited to: Data collection or other research related activities in the field or in the lab; surveys developed and/or administered or other data collected; and, etc.</p>
<p><b>Scholarly contributions and creative productions</b> (Faculty Handbook Sections 5.3.1., 5.3.2., 5.3.3., 5.3.6.d-g., 5.3.6.i., 5.3.7., 5.3.8., and 6.8.)</p>	<p>Scholarship and creative activities, both completed and in-progress. Activities include books, journal articles, chapters, technical reports, reviews, exhibitions, performances, productions, presentations, conference proceedings, teaching materials, case studies, intellectual property/patents, technology, etc.</p>
<p><b>Scholarly editorial service</b> (Faculty Handbook Sections 5.3.6.b. and 5.3.6.h.)</p>	<p>Scholarly editorial or jury service.</p>
<p><b>Professional service and consultation</b> (Faculty Handbook Sections 5.3.6.b., 5.3.6.j. and 6.3.)</p>	<p>Offices held in professional organizations; successful committee work and important service to state, regional, national or international professional associations and learned societies; consultation which involves scholarly application of professional expertise.</p>
<p><b>Professional development</b> (Faculty Handbook Sections 5.1.5., 5.3.6.c., 6.4, and 6.5.)</p>	<p>Trainings, workshops, courses, institutes, competitively awarded fellowships or selective admission to seminars that develop your knowledge, skills, and abilities in a particular area (e.g., teaching, research, leadership, etc.).</p>
<p><b>Service (Faculty Handbook Section 5.2)</b></p>	
<p><b>Advising</b> (Faculty Handbook Section 5.2.4.)</p>	<p>Assigned advising of students. This will not apply to all faculty.</p>



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Activity Type	Description
<b>Institutional committees</b> (Faculty Handbook Section 5.2.7. And 5.2.10.)	Committee work at the Department, College/School, University, or System level.
<b>Other institutional service</b> (Faculty Handbook Sections 5.2.1., 5.2.2., 5.2.3., 5.2.7., 5.2.8., and 5.2.10.)	Successful development of service programs or projects. Effective service-related consultation work or technical assistance. Effective advisement of student organizations. Successful mentoring of colleagues. Service to the University System of Georgia.
<b>Community service and engagement</b> (Faculty Handbook Sections 5.2.5., 5.2.9., and 5.2.10.)	Successful service on local, statewide, regional, national, or international levels in community service organizations (e.g., committees, boards, panels); Collaborating with PK-12 schools, university colleagues, or external agencies to strengthen teaching quality and to increase student learning (as stipulated in B.O.R. policy 8.3.15)
<b>Reassigned duties</b>	Administrative duties with a course release or additional compensation. Examples include, but are not limited to, program coordination, assistant chair, chair, associate dean, dean, director, or executive director.
<b>Optional (relevant for Annual Evaluation)</b>	
<b>Activity distribution</b>	Percentage of time you devoted to teaching, research and service during the academic year. This distribution is usually agreed upon by you and your chair during your annual goal setting meeting.
<b>Annual self evaluation</b>	Program specific instructions will be provided by Department Chairs
<b>Honors/Awards</b>	Any honors or awards for teaching, research, and service should be added in the Profile section.