

Faculty Events

Birds of a Feather

Agenda

- Welcome
- Create Tenure Data
- Promotion & Tenure – Manage Cases
- Post Tenure Review
- Populate Assigned Effort
- Non-Exempt Staff who also teach
- Known Issues
- Annual Tenure Calc
- Open Discussion

Welcome

- Laurie Bush – ITS OneUSG Connect
- Kristine Leshner - SSC
- Dr. Marti Venn – Vice Chancellor for Academic Affairs

Create Tenure Data

- Populating Contract Type field – We will have a script available
- Eligible for Promotion field – working on script
 - Instructor
 - Assistant Professor
 - Associate Professor
 - Lecturer
 - Senior Lecturer
 - Institutional Ranks – institution specific
- Coming with Cohort 6
 - Ability to modify 1st Eligible fields
 - Institutions will only see their tenure data record – currently in testing

Create Tenure Data – Ability to modify 1st Eligible Field

Employee Self Service **Create Tenure Data**

Faculty Data | Prior Experience/Credits | Tenure Service | Rank History | Review Related Jobs

Company: [Redacted] Empl ID: [Redacted] Department: [Redacted] HR Status: A Empl Record: 1 Job Code: 202X00

Faculty Data Find First 1 of 1 Last

*Effective Date: 08/01/2018 SetID: [Redacted]
*CIP Teaching Code: 140501 Bioengineering and Biomedical Engineering. Contract Type: AOT Academic On Track
*Tenure Status: **Not Tenured on Track** *Home Rank: 003 Assistant Professor Inst Rank: 10003 Assistant Professor
*Tenure Status Date: 07/01/2018 *Rank Change Date: 08/01/2018 *Change Reason: Conversion
Tenure Track Start Date: 08/01/2018 *Rank Tenure Home: [Redacted]
Service Calc Group: STDAC Contract Title: [Redacted]

Probation (Number of Years)

Total Required: 5.000000 Time Accrued: 0.000000 Current As Of Date: [Redacted]
Extended By: 0.000000 Time To Accrue: 0.000000 8th Year Awarded by President Terminal Year

3rd Year Review: 2020 - 2021 1st Eligible: **2022 - 2023** Terminal Year: 2024 - 2025 Has Tenure Stop(s)
Last Review Date: [Redacted] Tenure Mandatory Review Date: 07/31/2024 Granted Date: [Redacted]
Post Tenure Review Date: [Redacted] Promotion Eligible Override Tenure Calc Dates Promotion Review: [Redacted]

Other Departments List Personalize | Find | View All | First 1 of 1 Last

Department	Description	Grant	Rank	Rank Description	Tenure Status	Effective Date	FTE	Joint Appointment
1	[Redacted]		[Redacted]		[Redacted]	[Redacted]		[Redacted]

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Promotion & Tenure – Manage Cases

- Ability to track committee decisions
- Is not integrated with Create Tenure Data
- Which institutions are interested?

Post Tenure Review

- New Query
 - BOR_MFE_POST_TENURE_REVIEW
- Data Review and Update
 - Last Reviewed Date

Populate Assigned Effort

- New process developed and implemented with Cohort 5
 - Currently being used by University of Georgia only
- Populates based on Department Budget Table
 - Account Code is assigned to specific activity category
 - Instruction
 - Administrative
 - Research
 - Service
 - Clinical (if applicable)

Non-Exempt (hourly) staff who also teach

- HR adds employment instance as secondary job
- Faculty/Teaching position must also be paid hourly
- Hourly rate must be at time and half of their primary job
- Hours must be tracked
- Things to consider:
 - If a part-time faculty member is paid \$2,000 for one three-contact hour course, based on the Employees Category that is approximately 8.25 hours per week
 - $8.25 \text{ hours} \times 16 \text{ weeks} = 132 \text{ hours}$; $\$2,000 / 132 = \15.15 per hour
 - If non-exempt staff is teaching and they earn \$15.00 hour in primary job
 - $\$15.00 \times 1.5 = \22.50 per hour ; $\$22.50 \times 132 \text{ hours} = \$2,970 \text{ for the class}$

Faculty Contract Delivery

- Coming with Cohort 6
- There will be training sessions – more than likely held at Middle Georgia State University
- interactUSG sessions
 - Part 1 – 1:40 – 2:30 PM Chatham Ballroom B
 - Part 2 – 3:10 – 4:00 PM Chatham Ballroom B

Known Issues

- Assigned Effort (resolved)
 - Able to enter Assigned Effort for new hires
- Assigned Effort (unresolved)
 - Header area may display incorrect salary
 - If faculty member has worked at another USG institution

Annual Tenure Calc process

- 9/23/19: WebEx on how to prepare – data review (2 sessions)
- 9/27/19: Run in ‘Normal Run’ mode (temporary)
 - 2 PM
- 9/30/19 – 10/14/2019: MFE Practitioners review
 - Run query BOR_MFE_TEN_CALC_TEMP and review for accuracy
 - Things to look for – are all your faculty listed?; is the tenure service flag set?
- 10/14/2019: Annual Tenure Calc process will be run in ‘Update to History’ mode
 - 3:30 PM
 - Service History will then appear for all faculty in tenure status ‘Not Tenured on Track’
- 10/21/2019: WebEx for Questions/Concerns (2 sessions)
 - Can schedule one-on-one by institution if you prefer