THE SUSTAINABLE FACULTY ROSTER—
BUILT TO LAST

Allan Aycock
Shweta Dalmia
Tracie Sapp

The University of Georgia

SAIR Annual Meeting, October 10, 2011, 2:10-2:55
Introduction

- Allan Aycock, Shweta Dalmia, Tracie Sapp
- SACSCOC Class of 2011, Track B
  - Compliance Certificate submitted in September 2010
- University of Georgia
  - 16 academic schools/colleges
  - Fall 2010 – 3,134 faculty
    - 1,715 FT professorial; 96% tenured or on track
  - Fall 2010 – 34,677 total student enrollment
  - AY2010-11 – over 20,000 course sections taught
  - Decentralized data, systems, and processes
- Goals and Outline of presentation
  - Scope does not include GTA/GLA credentialing
Our Journey

- Where we went
- How we got there
- What it took
- What we learned
- Q&A
Principle 3.7.1 Faculty Competence

- The institution employs competent faculty members qualified to accomplish the mission and goals of the institution. When determining acceptable qualifications of its faculty, an institution gives primary consideration to the highest earned degree in the discipline. The institution also considers competence, effectiveness, and capacity, including, as appropriate, undergraduate and graduate degrees, related work experiences in the field, professional licensure and certifications, honors and awards, continuous documented excellence in teaching, or other demonstrated competencies and achievements that contribute to effective teaching and student learning outcomes. For all cases, the institution is responsible for justifying and documenting the qualifications of its faculty. (See Commission guidelines "Faculty Credentials.")
3.7.1 – Roster Guide from SACS

<table>
<thead>
<tr>
<th></th>
<th>NAME (F, P)</th>
<th>COURSES TAUGHT</th>
<th>ACADEMIC DEGREES &amp; COURSEWORK</th>
<th>OTHER QUALIFICATIONS &amp; COMMENTS</th>
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<tbody>
<tr>
<td>1</td>
<td>Joe Alvarez (F)</td>
<td>Fall 2009&lt;br&gt; BUS 1001 Fundamentals of Accounting, 3 (UN)&lt;br&gt; BUS 2001 Principles of Accounting I, 3 (UT)&lt;br&gt; Spring 2010&lt;br&gt; BUS 1001 Fundamentals of Accounting, 3 (UN)&lt;br&gt; BUS 2002 Principles of Accounting II, 3 (UT)</td>
<td>MBA (General), Good University&lt;br&gt; Included the following coursework: BUS 516 Cost Accounting (3)&lt;br&gt; BUS 572 Federal Income Tax (3)&lt;br&gt; BUS 573 Accounting Information Systems (3)&lt;br&gt; Total: 9 Graduate Semester Hrs</td>
<td>Current CPA license, NC&lt;br&gt; 1999-2000 Accountant, Big Four Accounting Inc., Durham, NC&lt;br&gt; 3 years Auditing experience&lt;br&gt; 7 years Income Tax experience</td>
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UGA Faculty Roster

Faculty & Course databases for rank info, list of all courses taught.

UGA Bulletin for detailed course info, master syllabus, & individual syllabus

FAR—Linked CVs for all faculty

Credentialing System—entered by Associate Dean; also linked to CV

Text added directly into Roster by Associate Dean (cut & paste from CV)
How we got there

- Instructor of Record Credentialing system
  - University of Alabama, Tuscaloosa, faculty credentials: [http://www.sacs.ua.edu/](http://www.sacs.ua.edu/)
  - Evaluate availability of existing data
  - Steps to Document Faculty Credentials
How we got there

- **Automatic matching at the 4 digit CIP Code**
  - MARK4700; International Marketing; CIP Code: 521403
  - Faculty Master’s or higher degree; Marketing/Marketing Management, General; CIP Code: 521401

- **Creating a crosswalk for course id or course prefixes that can be taught by any faculty with a degree in a similar course discipline**
  - Business Economics Course Prefix: ECON; CIP Code: 520601
  - Economics discipline CIP Code: 4506
  - Crosswalk entry: Allow all ECON courses to be taught by any faculty with a masters or higher degree in Economics CIP Code: 4506

- **Special Justification**
  - Extensive Professional Experience in Teaching Discipline
  - Extensive Non-Degree Educational Experience in Teaching Discipline
  - Extensive Research in the Teaching Discipline
Total Number of Courses in Plant Biology for Fall 2009 = 91

4 Digit Match: 24
Crosswalk Match: 65
Special Justification: 2
Justification Required: 0

Please note: this report does not include courses for which no instructor of record has been assigned or courses in which no students have enrolled.

Export To Excel

<table>
<thead>
<tr>
<th>Instructor</th>
<th>Course ID</th>
<th>Call Number</th>
<th>Course Desc</th>
<th>Curricular Program</th>
<th>Course CIP</th>
<th>Degree 1</th>
<th>Major 1 CIP</th>
<th>Major 2 CIP</th>
<th>Major 3 CIP</th>
<th>Major 4 CIP</th>
<th>Minor 1 CIP</th>
<th>Minor 2 CIP</th>
<th>Minor 3 CIP</th>
<th>Minor 4 CIP</th>
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<td>PBIO1210</td>
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How we got there

- Identified partners – Associate Deans
- Reviewed data – courses/faculty
- Held individual face-to-face kickoff meetings
  - Piloted with the Terry College of Business, Fall 2006
  - Sample Crosswalk Examples Provided
  - Access to Credentialing System Established
- Academic review/authoritative source
- Feedback provided & crosswalk table updated
- Web page refreshed; second academic review
- Special Justifications added by Associate Deans
# Sample Course-Faculty CIP Crosswalk

<table>
<thead>
<tr>
<th>COURSE DATA</th>
<th>INSTRUCTOR CIP MATCH</th>
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<tr>
<td><strong>Course ID</strong></td>
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<td>All Management Sci Courses</td>
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<td>REAL 5200</td>
<td>Real Estate Law</td>
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Feeder systems

- UGA Bulletin (catalogue)
  - Course descriptions
  - Master Syllabi
  - Individual Syllabi

- Faculty Activity Repository (FAR)
  - CV
  - Review of faculty degree data (OFA & FAR)

- Faculty Roster
  - additional qualification
What it took

- Institutional Commitment
- Resources
  - Human Resources
  - Technology used
- Time
What we learned

- Start early, make a timeline, stick to it
- Know your data & data sources
- Assemble a team, meet regularly (and be nice to each other)
- Know your final product (but expect last minute changes)
- Control as many parts of the project as possible
Thank you.

http://www.oap.uga.edu/presentations.html
Office of Academic Planning, UGA, 706-425-3340