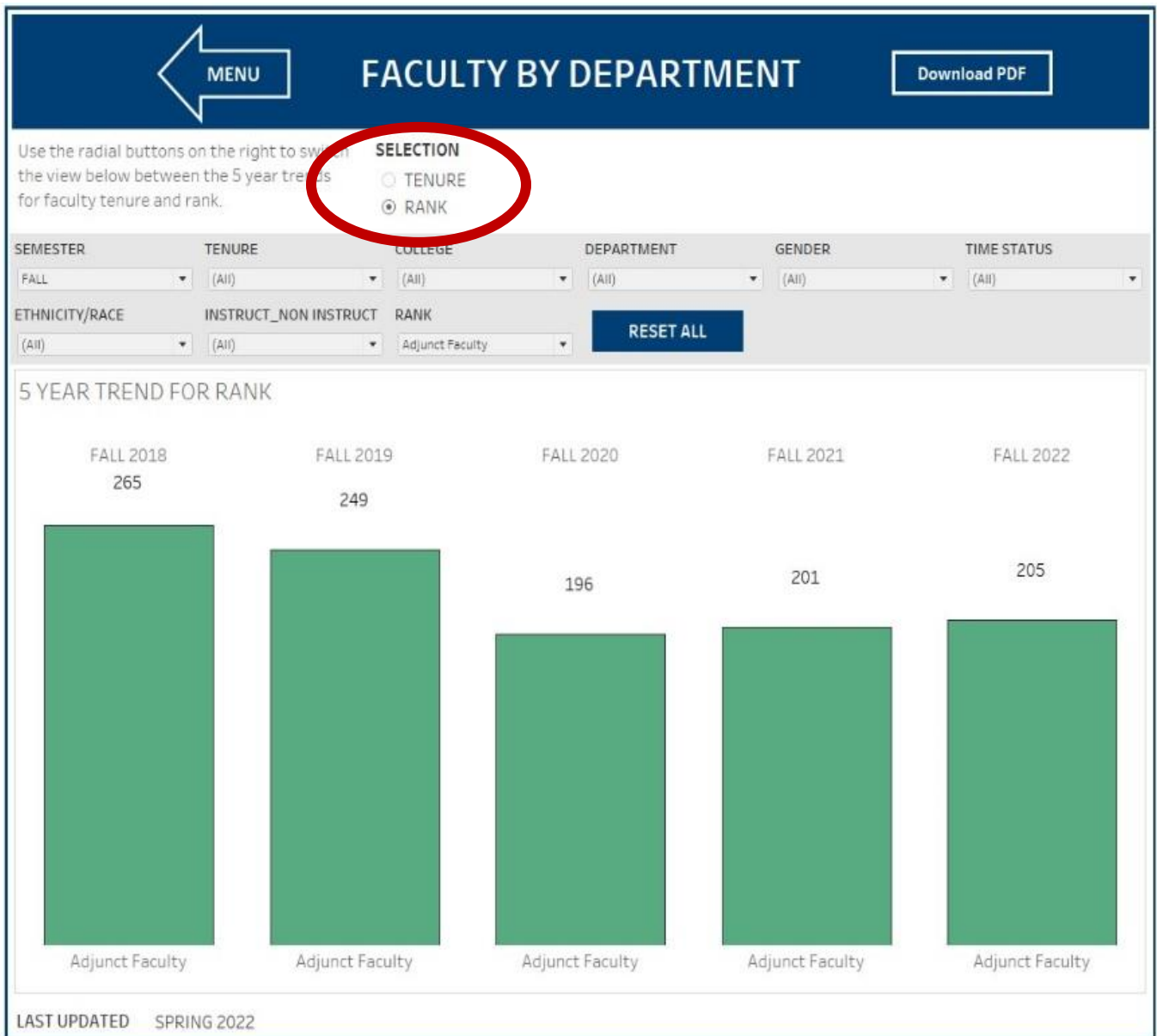


## Faculty OVERVIEW – Tenured/Tenure Track

1. Once you have successfully navigated to the dashboard, select the Faculty by department tab near the top of the page.



2. This will present Faculty by Department dashboard, where you can view Tenure and Rank.



## Department-Level Assessment Report Data Guide

### Faculty by Department – Tenured/Tenure Track

- 3 Click on the Tenure Radial button.

The screenshot shows the top navigation bar with a 'MENU' button on the left and a 'Download PDF' button on the right. Below the bar, there is a 'SELECTION' section with two radio buttons: 'TENURE' (which is selected and circled in red) and 'RANK'. Below this, there are several filter dropdown menus: 'SEMESTER' (set to 'FALL'), 'TENURE' (set to '(All)'), 'COLLEGE' (set to '(All)'), 'DEPARTMENT' (set to '(All)'), 'GENDER' (set to '(All)'), and 'TIME STATUS' (set to '(All)').

- 4 From the College drop-down, select the College that houses the department that faculty data will be pulled for. Click Apply.

This screenshot shows the 'COLLEGE' dropdown menu open, with 'Business' selected and circled in red. The 'DEPARTMENT' dropdown is also open, showing a list of departments including 'Accounting Finance & Busi...'. The 'SELECTION' section now shows 'TENURE' selected. The 'SEMESTER' dropdown is set to 'FALL', 'TENURE' to '(Multiple values)', 'GENDER' to 'M', and 'TIME STATUS' to 'FT'. There is also a 'RESET ALL' button visible.

- 5 From the Department drop-down, select the department. Click Apply.

This screenshot shows the 'DEPARTMENT' dropdown menu open, with 'Accounting Finance & Busi Law' selected and circled in red. The 'Apply' button at the bottom of the dropdown is also circled in red. The 'SELECTION' section shows 'TENURE' selected. The 'SEMESTER' dropdown is set to 'FALL', 'TENURE' to '(Multiple values)', 'COLLEGE' to 'Business', 'GENDER' to 'M', and 'TIME STATUS' to 'FT'. The 'ETHNICITY/RACE' dropdown is set to '(All)' and 'INSTRUCT\_NON INSTRUCT' to '(All)'. There is also a 'RESET ALL' button visible.

# Department-Level Assessment Report Data Guide

## Faculty by Department – Tenured/Tenure Track

- 6 The dashboard will present five years of tenured/tenure track faculty headcount data for the selected department.

