

System News Archive

4/25/2022 -**Faculty Web Profile Updates:** For name, title, email, or phone changes, please fill in the following form via this link <https://www.pfw.edu/people-change-form>
This should route the request to the correct person/department for that particular information (i.e. to Telephone Operations for phone changes, etc).

3/29/2022 - The new *Narratives* activity screen has been launched for our campus. Remember to select the correct 'Type of Narrative' and 'Scope of Narrative' you are using for your report; exp. Candidate's Statement (P&T) and Promotion and Tenure.

The 'Date Created' entry will be the date in which you have last entered/updated your information.

The *Narrative(Expires Spring 2022)* activity screen will remain accessible to us until **May 31st, 2022** so if you have information you would like to move to the new *Narrative* screen please do so as soon as possible.

3/8/2022 - the *Allow Sharing* toggle issue has been resolved for the following screens: Degrees, Scheduled Teaching, Publications, Presentations, and Exhibits and Performances.

12/20/2021 - Data entered into the Activities screen pulls directly into our custom college reports. The following link will show you the basic template of a reappointment report and which activities are pulling, their filters, and how the entries might be grouped **LINK**.

Please note: Systems administrators only have access to make revisions to those Self-Service reports they have created and shared, all Full-Service Reports (e.g. **HLC, ABET, AACSB**) questions should be directed to the Faculty Success Support team by the designated systems administrator from your campus.

12/17/2021 - The **May 2022 Reappointment Workflows** have officially been launched and those faculty up for reappointment should have received an email notice from both the Faculty Success/Watermark system and Lindsey Dutrieux on December 16th. Please login to Faculty Success using your same credentials as your GoPFW and acknowledge your intent to start the reappointment process **by January 12th, 2022** . Reports can be reviewed by going to the 'Reports' tab and running for your data. You can add additional information using the 'Activities' tab and rerunning your reports to see if the information you updated is pulling correctly. If you have any questions please signup for an *Upcoming Training Offered* via the resource link below on this webpage or reach out to Lindsey Dutrieux dutrieul@pfw.edu.

11/3/2021 - Publications imports have been updated to remove the locks when another collaborator on our campus has entered the publication information on our behalf. You can still include your colleagues on publications but will only be able to run reports on the publications information you enter into the system. This update was implemented to avoid inconsistent information being entered and duplicate entries for our faculty.

10/26/2021 - The Faculty Development Activity has been updated to allow the filtering of 'Activity Scope' with in our university reporting. Please go into your activity and make sure the correct area is selected from the drop-down menu so this will pull correctly. [Activity View Report View](#)

10/22/2021 - **FALL 2021 REPORTING** - Due to limitations by the current Self-Service Reports created in our Purdue Fort Wayne Faculty Success system we will be attaching an additional '*Intellectual Contributions by Faculty*' report for this reporting cycle so that our links and publication descriptions will be accessible by reviewers. Nothing needs to be done by our faculty as this report will automatically attach to the Workflow for those who are submitting a report.

10/22/2021 - Provided is a link to current questions and answers for our Reappointment Reports from faculty. Please review this document. [Reappointment Reports FAQ](#)

10/15/2021 - [How to Save and Edit Faculty Reports](#); 3rd Year Reappointment Review

10/1/2021 - The **Evaluation Data** screen is now accessible and our faculty can begin entering their information to pull for reports. Please view the following **PDF** for more information.