

Faculty Activity

Web-based Tools for Collecting
and Reporting Faculty Workload

RMAIR Conference 2002
Jackson Hole, Wyoming



UNLV Faculty Workload

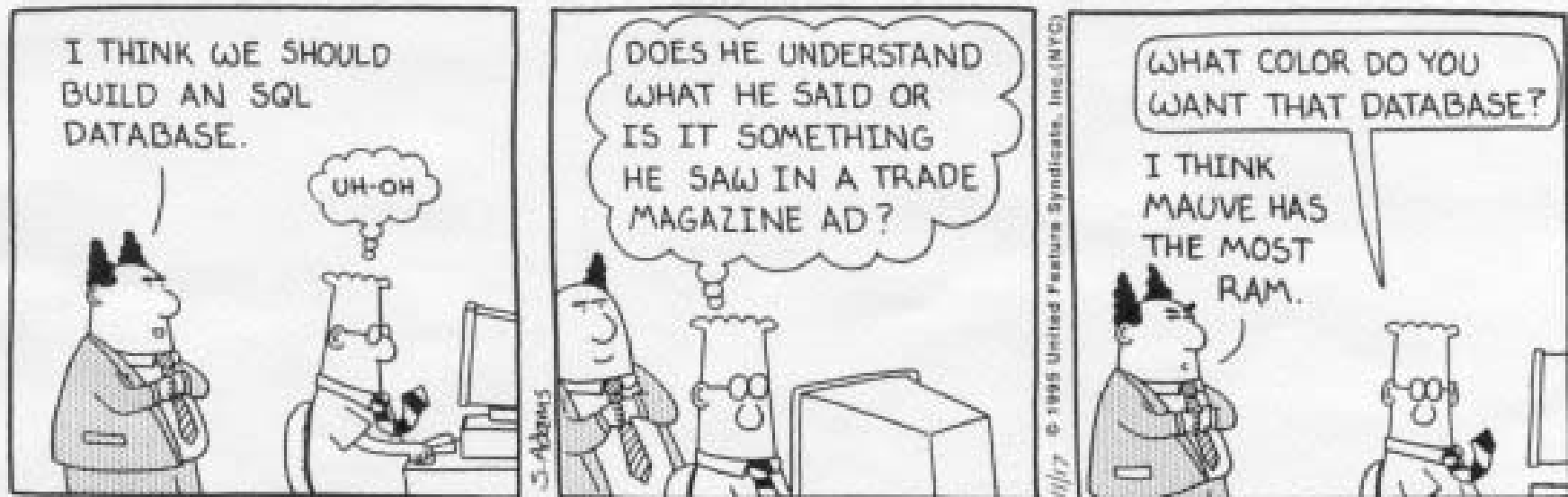
- Background
- Demonstration
 - Data Entry Application
 - Reporting Application
- Technology Choices
- Political Implications

Background

- Report Requirement for State Legislature
 - Every two years since 1991
 - Summary data at Institution Level
- Coordinated by UCCSN System Office
 - Eight institutions
 - Consistent definitions, data format
- Areas of the Faculty Workload Study
 - Instructional Assignments
 - Reassigned Time
 - Average Weekly Activity

Background

- What is driving us toward technology?



Background

- Initially Full-time, Instructional Faculty (early 90's)
 - Pencil/Paper: Faculty filled out surveys, IR office compiled the paper
 - Satisfies legislative requirement, impractical for institutional decision-makers
 - Expanded to Include All Instructors (mid 90's)
 - Requires accounting for all courses
 - Provost wants management information
 - MS Excel Spreadsheets
-

Background

- Flat Database Back-end, Web Data Entry (2000, 2001)
 - Easier data entry: dropdowns, data validation
 - Less flexible = less data cleaning
- Relational Database Design (2002)
 - Allows live reporting for Provost, Deans, Department Chairs

Our Push to Technology?

- Partly -
 - Our own desire to be more efficient
 - To put us in a better position to address *ad hoc* questions
- Mostly -
 - Provost requirements for useful and timely management information – each term
 - Accessibility to detail and summary – more direct access

Demonstration – Data Entry App

- Used by Departments
- Instructors
- Course Assignments
- Reassignments
- Faculty Activity
- Department Summary



Demonstration – Reporting App

- Used by Deans and Provost
- Summary and Detail Reports
- Live Data
- XML-based Web Reporting



Faculty Workload Login

Username:

Password:

Support for JavaScript and Cookies is required to use this application.
The following browsers are recommended:

- Internet Explorer, version 5 or higher
 - Netscape, version 6 or higher

Faculty Workload

What are you ready to do?

- | | |
|---------------------------|--|
| Instructors | - Display or modify the listing of instructors |
| Course Assignments | - Enter or modify instructional assignments based on course |
| Reassignments | - Enter or modify reassignments for PERM and TEMP instructors |
| Faculty Activity | - Enter or modify average hours spent per week on various activities |
| Summary | - Display summary reports at the department and instructor level |
| Done | - Validate and submit survey information to Institutional Analysis |

If you like, you may test your entries so far by clicking the button below.

[See if my data will pass validation checks](#)

For your reference, the following instructions are available. If you have any difficulty in downloading the file, contact Institutional Analysis at x3771.



[Instructions.pdf](#)

Course Listing for Computer Testing

[Add a new course](#)

Course	Description	CallNum	Level	Cancelled
TST 101 001	Introduction to Bug Finding	99999	U	<input type="checkbox"/>
TST 101 002	Introduction to Bug Finding	99998	U	<input checked="" type="checkbox"/>
TST 113 001	Bug Squashing Techniques	99997	U	<input type="checkbox"/>
TST 131 001	Computer Kickball	99993	U	<input checked="" type="checkbox"/>
TST 404 001	Ethics in Bug Squashing	99996	U	<input type="checkbox"/>
TST 604 001	Ethics in Bug Squashing	99995	G	<input type="checkbox"/>
TST 713 001	Advanced Sledgehammer Seminar	99994	G	<input type="checkbox"/>

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Display records per page

Instructional Assignments for TST 101 001
Introduction to Bug Finding

Enrollment	Credits
30	3

Currently Assigned Instructors:

	Instructor	Dept	Method	Enrollment	Credits
<input type="button" value="Remove"/>	Corea, Chick	TST	LLB	30	1.5
<input type="button" value="Remove"/>	Ellington, Duke	TST	LLB	30	1.5

Assign an Instructor:

Filter:

Instructor:

Method:

Enrollment: Credits:

Reassignments for Duke Ellington

Reassignments		Primary	Credits
<input type="button" value="Remove"/>	C - Course and curriculum development	<input checked="" type="radio"/>	3
<input type="button" value="Remove"/>	N - Research supervision/project director	<input type="radio"/>	2

Additional Significant Duties	
<input type="button" value="Remove"/>	Z0 - Other significant duty (Please specify in notes) <i>Chair of the American Association of Composers</i>

--Select Reassignment or Additional Significant Duty--

Notes:

Credits:

Faculty Activity Listing for Computer Testing

Click an icon below to download the Faculty Activity Questionnaire in .pdf or Word .doc format.



.pdf Format



Word .doc Format

Faculty	Formal	Informal	Prep and Eval	Unscheduled	Research	Chair/Director	Other Admin	Public Service	Total
Ellington, Duke	10	5	4	3	12	5	4	2	45
Evans, Bill	0	0	0	0	0	0	0	0	0
Fitzgerald, Ella	0	0	0	0	0	0	0	0	0
Tyner, McCoy	0	0	0	0	0	0	0	0	0

Department Summary for Computer Testing

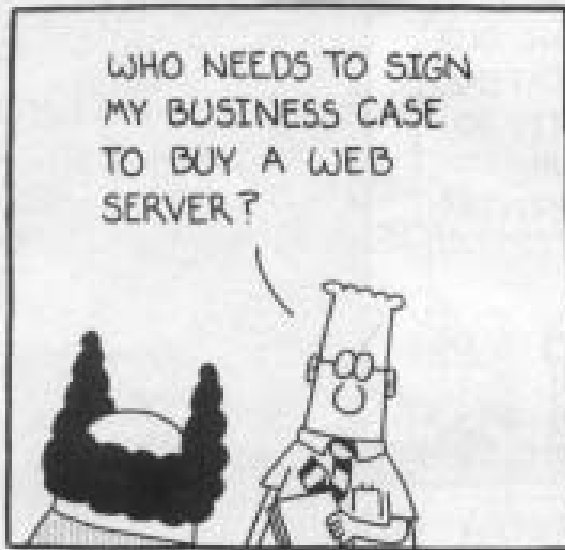
PERM

Instructor Name	Rank	Lect/Lab Creds	Lect/Lab Enrl	Total Creds	Total Enrl	Reassign Creds	Total + Reassign Creds	UG SCH	Grad SCH	Total SCH
Ellington, Duke		3	30	3	30	0	3	90	0	90
Evans, Bill		0	0	3	14	0	3	42	0	42
Fitzgerald, Ella		0	0	6	1	0	6	6	0	6
Totals:	3	3.0	30.0	12.0	45.0	0.0	12.0	138.0	0.0	138.0
Averages:		1.0	10.0	4.0	15.0	0.0	4.0	46.0	0.0	46.0

TEMP

Instructor Name	Rank	Lect/Lab Creds	Lect/Lab Enrl	Total Creds	Total Enrl	Reassign Creds	Total + Reassign Creds	UG SCH	Grad SCH	Total SCH
Tyner, McCoy		0	0	3	29	0	3	87	0	87
Totals:	1	0.0	0.0	3.0	29.0	0.0	3.0	87.0	0.0	87.0
Averages:		0.0	0.0	3.0	29.0	0.0	3.0	87.0	0.0	87.0

Our Technology Choices



Our Technology Choices

- Rationale

- Leverage existing knowledge/skills of staff
- Rapid development and code reusability
- Build what we can maintain
- Reasonable cost

- Requirements for Online Applications

- Server OS Software, Hardware
 - Web & Application Server Software
 - Database Software
 - Browsers
-

Our Technology Choices

- Server Software

- Microsoft Windows 2000 Server (operating system)
- Microsoft SQL Server 2000 (data server)
- IIS / ASP.NET (web / application server)

- Server Hardware (Two Servers)

- Gateway, dual processor Pentium III,
1-GIG RAM, 60+ GIG RAID 5 Storage

Our Technology Choices

- Development Tools
 - UltraEdit text editor
 - .NET Software Development Kit
 - FOCUS – mainframe data extracts
 - MS SQL Enterprise Manager
 - Microsoft Access

Technology Alternatives

- Server Operating Systems
 - Unix, Linux, MacOS X, ...
- Data Server Software
 - Oracle, Sybase, MySQL, ProgresSQL, FileMaker, 4th Dimension, ...

Technology Alternatives

- Microsoft Access as the Data Server?
 - Can work if other options are prohibitively expensive (time or money)
 - Potential locking problems when updating data in a multiuser environment

Technology Alternatives

- Application Server Software
 - PHP, Perl, WebSphere, ColdFusion, JSP/Java, ...
- Development Tools
 - Dreamweaver, FrontPage, Visual Studio, GoLive, ...

Technology Alternatives

- Absolute Cheapest?

- Pentium II server or workstation \$ 500?
 - Linux OS \$ 0
 - MySQL data server \$ 0
 - Apache web server \$ 0
 - PHP web application server \$ 0
 - VI or EMACS text editor \$ 0
 - Staff development \$?
 - Support \$?
-

Political Implications

- Provost Support
 - Needs for management information drive the process
- Campus Readiness
 - Computers? Excel? Browsers?
 - Technology upgrades can be a *big* effort
 - Presentations, Testing, Training

Political Implications

- Controversial Data, Readily Accessible
 - Better information is more controversial
 - Existing data management policy?
 - We're in the position of opening up data without a *formal* "open-access" policy
 - Local politics, Media concerns
 - Consistent message from Provost, Deans

Political Implications

- Responsibility for Moving Institutional Data Management Forward
 - Integrating inadequate legacy systems
 - Masking problems

UNLV Faculty Workload

Thanks to my partners in crime:

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