POLYDATA
Faculty Contract Data Dashboards

MAY 2013
The scope of this dashboard overview is to demo the Contract Data Dashboards and hopefully show you their value in determining lecturer entitlements, range elevation and work history.

The dashboard values are pulled into PolyData from the PeopleSoft Contract Data pages. As you know, the data from these pages were significant in the building of the e-AP101 process (such as, assignment type, per term workload, base & actual monthly rate of pay, etc.). End users at the dept/college level are responsible for entering this data.
Prior to the e-AP101 process, the data in the Contract Data pages were not managed as they are today. Therefore, there may be inconsistent historical data within the dashboards.

Cleanup has been performed for some obvious issues for active lecturers, but to review all the historical data will be difficult for our office to manage at this time.

If you see any errors in the dashboard when reviewing a person for 12.12 Entitlement or Range Elevation, please contact the Academic Personnel Documentation staff.
Types of Faculty Contract Data Dashboards

- Contracts by Year
- Lecturer 12.12 Entitlement
- Lecturer 12.3 Entitlement
- Lecturer Range Elevation
Contracts by Year Dashboard

- Default view:
  - Current and prior year contracts
- The default view is to display the contracts for the current year and provide a total WTU by person for that year.

The view will be listed in alpha order by Last Name (Names and Emplid have been removed to protect the innocent). Your level of security will determine which employees you can view.

You can narrow your results by using the prompts to select a specific department or person.
Lecturer 12.12 Entitlement Dashboard

- Default view:
  - Currently active
  - Has an assignment in the current AY

- Rules for 12.12 entitlement
  - Worked 6 consecutive years at 2 or more terms per year
  - Entitlement WTUs is established based on their 6th year total WTUs

- This view will display lecturers who may be eligible for their initial 12.12 entitlement and current 12.12s. It will display their prior 6 years of contract data. You will be able to review this data to see if the lecturer meets the criteria.

NOTE: Summer Term Contracts should not display in the results
The next slide will display a lecturer with contract data for all 6 years. By viewing this data you will be able to conclude that this lecturer may qualify for 12.12 Entitlement in 2013/2014 with an entitlement of 39.80 WTUs.

NOTE: Academic Personnel will continue to provide the official 12.12 Entitlement list.
WTUs used for setting 12.12 Entitlement
By changing the prompts, this dashboard may also be used to view only current 12.12 entitled lecturer assignments. You may also use the Contracts by Year dashboard to drill down to only a specific contract type.

This will assist in determining priority when assigning courses for 12.12 entitled lecturers.

This will also give a quick analysis of missing contract term assignments within the current academic year.
Lecturer 12.3 Entitlement Dashboard

- **Default view:**
  - Currently active
  - Current and prior year assignments

- **Rules for 12.3 Entitlement**
  - Worked all three terms (less than 45 WTUs) in the prior AY
  - AND hired in the following fall term

- **Prior to fall term you can determine if a lecturer is eligible for 12.3 entitlement**
  - The lecturer worked all 3 terms in the prior year
  - If appointed in Fall, the 12.3 entitlement WTU will be based on the prior AY total WTUs displayed in the dashboard

- This dashboard will also give a quick analysis of missing contracts for a 12.3 in the terms subsequent to fall term

- It will also display a running total of WTUs for the current year for which can compare against their entitled WTUs
Example of a lecturer who worked all 3 terms in 2011/2012 with a total of 35.51 WTUs and then is hired in Fall 2012 with a 12.3 entitlement.

- You can see the Entitlement WTUs for 2013 match the total WTUs for 2012.
Lecturer Range Elevation Dashboard

- Default view:
  - Currently active
  - Current SSI Counter equal to ‘0’
  - AND Rank not equal to ‘D’

- Rules for determining Lecturer Range Elevation
  - Worked 5 years minimum at the current rank
  - Total WTUs greater than or equal to 180

- This dashboard will display ALL terms worked if they active in the current year and their SSI = ‘O’

- There are WTU totals by year within a department and then a cumulative WTU of all years within that department

**NOTE:** Academic Personnel will continue to provide the official Range Elevation list
There are 5 years, but does not meet the min 180 WTUs
Here is the link to the HR/AP Dashboards Overview on our AP website. The overview will provide general information on how to use the dashboards.

NOTE: The handout provided is a simplified version which is different than the one posted on our website.

http://www.academic-personnel.calpoly.edu/sites/academic-personnel.wcms.calpoly.edu/files/PDF/Academic_HR_Fac_Dashboards.pps
For Questions regarding the Faculty Contract or other faculty related dashboards, please contact the

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