

Faculty Records QRG

- 1. Log on via the FIS URL: <u>https://ebiz.its.yale.edu/pls/HOP1/yuapps_oracle_login.html</u>
- 2. Search for a faculty member by all or part of their name, Net ID or UPI.

Last Name, First Name	smith			
Net Id				
UPI				
	Faculty Status			
	Active	InActive	Both	
	Search	Clear		

3. Select the faculty member from the Search Results by clicking their name

Full Napre	Net Id	Upi	Directory Title	Status
Beebe, Martha	MB628	11909729	Clin Instr Sch of Nursing	Active
Beech, Robert D.	RB245	10397885	Asst Prof Psychiatry	Active
Beeley, Christopher A	CAB35	11642421	Assoc Prof Divinity Sch and Religious Studies	Active
Beenken, Beth A	BAB67	12247655	Asst Clin Prof Psychiatry	Active

Click here

4. The Faculty Record will open.



w an end date. not the faculty member's status at the University.

Note: tenured appointments will not show an end date.

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5. Appointment Details Tab

The appointment details tab gives users a view into milestones, tenure track information, and the Oracle assignments that make up each appointment. The assignment details are intended for users familiar with Oracle HR functionality.



6. Leaves Tab

Faculty leaves tracked in Oracle HR are presented on the leaves tab.

.eave Taken		Start Date		End Date		Start Term		End Term	
Associate Professor Leave		01-Jul-2009		30-Jun-2010		Fall 2009		Spring 2010	
Faculty Cancelled Leaves					1				
Leave Type	Sta	art Date	End	d Date Reason for c		incellation	1		
No results found.									

7. Timeline/Panorama Tab

Appointment S	Summary A	ppointment De	tails Leaves	TimeLine	/Panorama	Teaching	Committee	s Degree	Salary and	LD Schedule	s
Name:	Beeley, Christopher	2005-2006	2006-2007	2007-2008	2008-2009	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	2014-
Primary Dept: Current Rank:	A Divinity Associate Professor -					APL 07/01/2009 - 06/30/2010					
Initial Rank:	Visiting Assistant Professor		AP 07/01/2006 - 06/30/2009			AOPN 07/01/2009 - 06/30/2012		AOPT 07/01/2011 -			
Tenured:	01-Jul-2011	L			·	·	·	·			

The first line provides leave events and the second line provided appointment events f 7 historical years and future years. Note: this tab will be blank if there are no events during this timeframe.

8. Teaching Tab – Teaching Information sourced from Banner

Appointmen	t Summary Appo	ointment Details Leaves TimeLine/Panorama	Teach	ning C	ommitt	ees D	egree	Salary	and LD	Schedu	ıles
							(S)	Previous	1-20	▼ Nex	<u>at 20</u>
Term	Course	Course Title		Primary Instr	Num Instr	Total	UG	GS-CR	GS-AU	PS-CR	PS-AU
Spr 2013	REL 618-01	Anglican Theol & History I		Y	1	0	0	0	0	0	0
Spr 2013	REL 676-01	The Cappadocians		Y	1	0	0	0	0	0	0
Fall 2012	REL 620-01	Hist of Christian Theol to 451		Y	1	56	0	0	1	55	0
Fall 2012	REL 3699-01	Reading Course		Y	1	5	0	0	0	5	0
Fall 2012	RLST 905-01	Required Theology Seminar		Y	1	10	0	4	5	1	0
Spr 2012	REL 661-01	Augustine		Y	1	27	5	1	0	21	0
Spr 2012	RLST 970-04	Directed Readings: Theology		Y	1	1	0	1	0	0	0

9. Committees Tab – University committees sourced from the Committee Database

Appointment S	ummary	Appointment Details	Leaves	TimeLine/Panorama	Teaching	Committees	Degree	Sala	ry and LD Schedules
Start Term	End Terr	m Committee Title					R	ole	Committee Type
Fall 2012	Spr 2013	3 Information Technolo	information Technology Services Advisory Committee member UNIVERSITY						UNIVERSITY
Spr 2012	Fall 2012	2 Advisory Committee f	dvisory Committee for Search for Deputy CIO for Academic IT member UNIVERSITY						UNIVERSITY
Fall 2011	Spr 2013	3 Advisory Committee f	Advisory Committee for the Division of the Social Sciences member UNIVERSITY					UNIVERSITY	
Fall 2011	Spr 2013	3 Information Technolo	nformation Technology Services Advisory Committee chair UNIVERSITY						UNIVERSITY

10. Degree Tab

Appointment Summar	y Appointm	ent Details	Leaves	TimeLine/Panorama	Teaching	Committees	Degree	Salary and LD Schedules	
Degree Information									
Degree	Year	School						Highest Degree	
PhD	2002	University of	Notre Dam	ne				Y	

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Appendix A: Action Abbreviations

Faculty Workflow/Vote	Description
Туре	
CIT	Change in Track
СОА	Change in Appointment
СОТ	Change of Title
EXT	Extension of Appointment
ΙΑ	Initial Appointment
JOINT	Joint Appointment
LOA	Leave Of Absence
PROM	Promotion
RA	Reappointment
SA	Secondary appointment
TENURE	Promotion to tenured
RET	Return