




MEMORANDUM

TO: Deans
Deanna Caveny, Associate Provost for Faculty Affairs

FROM: Brian McGee, Provost 

DATE: October 16, 2018

SUBJECT: Mandatory Entry of Data in Faculty Activity System

During the 2015-2016 academic year, I announced that use of the Faculty Activity System (FAS) would henceforth be mandated for use by all roster faculty, with the first full year of data to be entered into the system by each faculty member no later than May 16, 2016. See, for example, the minutes of the January 12, 2016 Faculty Senate meeting at http://facultysenate.cofc.edu/archives/2015-2016/jan-2016/minutes_2016-1-12.pdf. I appreciate the work of all academic departments and programs who have worked since that time to assure compliance with the mandatory FAS directive.

The current memorandum is a reminder and reaffirmation of our adherence to this directive as a matter of continuing and permanent divisional policy. To that effect, I will have this memo posted on the Academic Affairs website.

We will continue to work to improve and enhance the Faculty Activity System, consistent with your advice and the suggestions of faculty. Please let me know if you have questions about this memorandum.

cc: Steve Osborne, Interim President
Kendra Stewart, Senior Advisor to the President
Debra Hammond, Senior Executive Administrator to the President
Liz Jurisich, Speaker of the Faculty