

Appendix B Faculty Expertise and Advancement System – FEAS (Formerly DOF CV Database)

The goal of the FACULTY EXPERTISE AND ADVANCEMENT SYSTEM (FEAS) is to present the teaching, research or original creative work, and service of FSU faculty members clearly and comprehensively. FEAS communicates faculty expertise and accomplishments and promotes effective career planning. It makes faculty information easy to maintain and is flexible in responding to diverse questions about faculty work.

FSU FEAS is located at <http://feas.fsu.edu>. You will find a direct link from your Secure Apps page in the myFSU Portal and at <http://fda.fsu.edu/FEAS>.

There are many benefits to using this system, including:

1. Multiple formats for CV presentation:
 - Create a Promotion and Tenure Vita (meets the criteria established by the University Promotion and Tenure Committee)
 - Create a General Purpose Vita (omits information unique to Promotion and Tenure)
 - Create a Short Vita (includes only elements within the prior five years, omitting information unique to Promotion and Tenure and items which are “submitted,” “accepted,” “contracted,” and “in press”)
 - Create a customized vita (allows the user to select elements included in the vita, regardless of date, to meet specific needs)
2. Multiple reports:
 - SPOT/SUSSAI/SPCI Summary Report for P&T Binders
 - Teaching Summary Reports
 - Research Summary Reports
 - Specialized reports for QER, SACS, faculty development, and fundraising efforts
3. Public Access:
 - Research interests, expertise, and publications are available for public search. Potential graduate students, potential collaborators, and the press are able to easily find experts in-field
 - Finalized faculty CVs are available for public view in a format selected by the faculty member
 - Faculty may automatically update CVs hosted on departmental and personal websites

RESOURCES FOR DATA ENTRY AND REPORT BUILDING:

The Office of Faculty Development and Advancement offers an online training session. More information may be found at <http://fda.fsu.edu/FEAS>.

Departments may also choose to assign one or more delegates to assist faculty with data entry. Delegates may be departmental staff, graduate assistants, or other faculty. Access may be requested by submitting the Delegate Request Form located at https://feas.fsu.edu/doc/Delegate_Request_Form.pdf. Delegates are required to attend training before access will be granted.

Contact Tiffany Phillips at 645-8203 or fda-faculty-awards@fsu.edu for more information about training or delegate access.

Thank you for keeping your CV information current in FSU FEAS.