TEXAS TECH UNIVERSITY HEALTH SCIENCES CENTER™

School *of* Medicine

Operating Policy and Procedure

SOM OP:	20.02, **SOM Faculty Profiles**
PURPOSE:	The purpose of this School of Medicine (SOM) policy and procedure is to provide a standardized method and template for displaying online Faculty Profiles.
REVIEW:	This SOM Policy and Procedure shall be reviewed within each even-numbered fiscal year by the Office of Faculty Recruitment, Affairs and Development. Revisions will be forwarded to the Office of the Dean for approval and publication.

POLICY/PROCEDURE:

1. **General.** This policy is intended to enhance the image presented by the SOM through the use of a standardized template for online Faculty Profiles.

2. **Profile.** The Faculty Profile displays professional highlights for each faculty member. Data elements are captured directly from individual faculty records maintained in Faculty Success. The display default for each section of the Faculty Profile is listed in reverse chronological order. Faculty <u>may select their specific data elements for display</u> on the Faculty Profile by modifying the *"Show on Faculty Profile"* option in Faculty Success. *Note: If an individual chooses to eliminate the view of a complete section on the Faculty Profile, all items may be unselected in Faculty Success. Data element display is limited based upon the section. Specific information on data display can be found on the [Faculty Web Profile Data Mapping Guide](#).

To access a faculty web profile, copy and paste the following URL into your browser, and add your eRaider ID after the equal sign (=)

https://www.ttuhsc.edu/about/profile.aspx?eRaiderUserName=