

Using Interfolio Faculty180 for Review, Promotion, and Tenure

This document serves as a guide for URI users of Interfolio’s Faculty180. This guide illustrates, with instructions and screenshots, how faculty can organize and report their activities using Faculty180, allowing them to leverage this information to develop materials for their RPT case. Information on dossier development is available in the Guidance for Review, Promotion and Tenure (RPT) Dossier Development guide.

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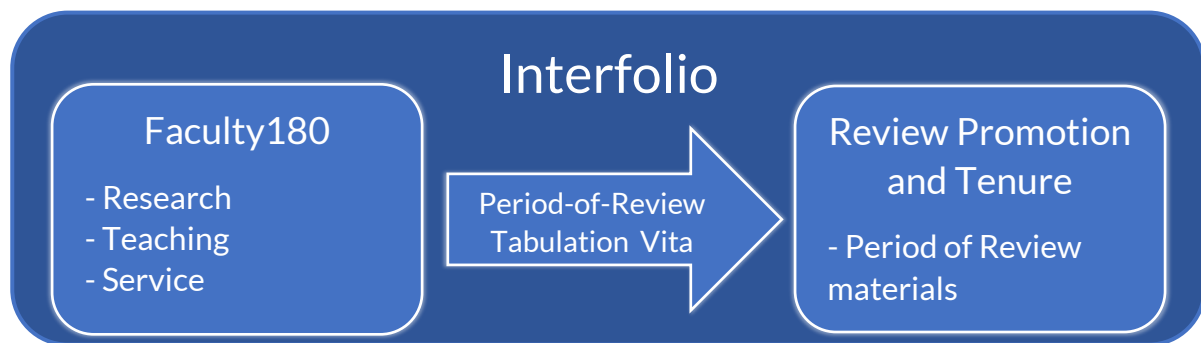
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Introduction to Interfolio

[Interfolio](#) is an internationally recognized leader in the Faculty Information Systems (FIS) space providing web-based software solutions for higher education. The University of Rhode Island currently uses two Interfolio platforms – Review, Promotion and Tenure and Faculty180. These two systems work together to support faculty reviews in distinct but complementary ways. A simple way to look at the synergistic solution is as follows - RPT provides a space for faculty to submit comprehensive tabular summaries of the period of review activities, whereas Faculty180 provides a space for faculty to track individual activities in real time. Faculty who track their activities in Faculty180 can take advantage of the form/vita creation function and quickly create and submit the Period-of-Review summary document in RPT. This guidance document provides detailed information on tracking faculty activities through Faculty180.

Interfolio - Faculty180 (F180)

Interfolio's Faculty180 (F180) is a Faculty Activity Reporting software that provides faculty a convenient central location to organize Teaching, Research, and Service activities. Once faculty enter their activities in the Faculty180 system those activities can be used to generate the Candidate Profile and Period-of-Review Tabulation of Accomplishments vita.



Navigating Faculty180

A general Faculty180 guide can be found on [URI's Faculty180 website](#), including videos and additional resources. This document is a condensed version with a focus on Faculty180 use in faculty reviews. Users should begin by [log in to Interfolio](#) (RPT & F180) using URI's single-sign-on.

This guide uses many naming conventions unique to Interfolio. Three terms that will be helpful to know and found throughout this guide are below and shown in the image that follows.

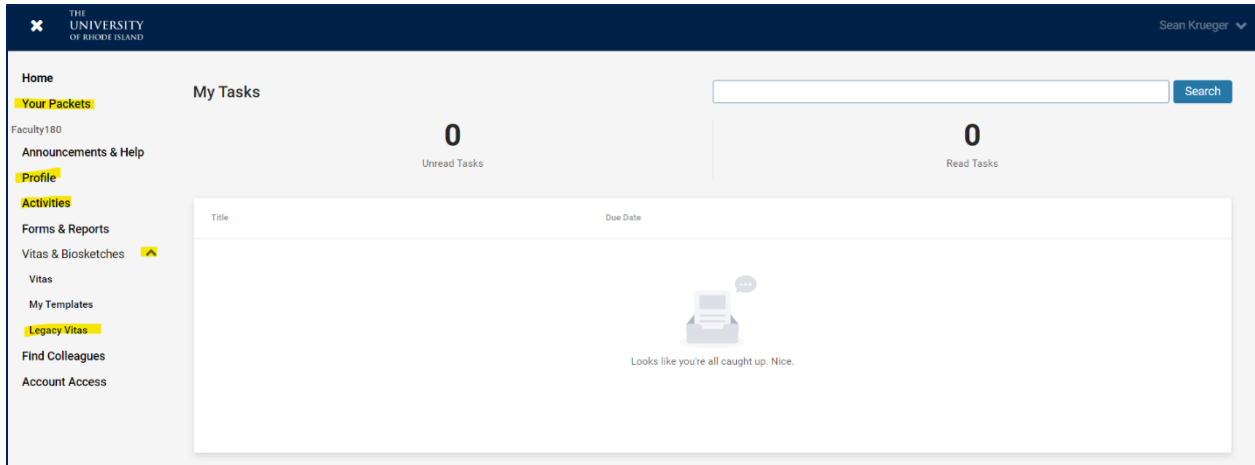
- **Forms:** There are two main forms (Profile and Activities). Forms are made up of sections.
- **Sections:** A type of faculty information, (e.g., teaching, scholarship, or service). Sections are made up of fields.
- **Fields:** Entry point for unique data, (e.g., names/titles, dates, and descriptions).

The screenshot shows the 'Activities' page in the Faculty180 system. On the left is a navigation menu with 'Profile' and 'Activities' highlighted. A blue arrow labeled 'Forms' points to both. The main content area shows a 'Jump to Section' dropdown, followed by sections for 'Awards and Honors', 'Research: Scholarly Contributions and Productions', and 'Research: Grant Activity'. The 'Research: Intellectual Property' section is expanded, showing a table with columns for 'Intellectual Property', 'Co-developers (if any)', and 'Date'. Blue arrows labeled 'Section' point to the section title, and arrows labeled 'Field' point to the table headers. An 'Add' button is at the bottom left.

Home page

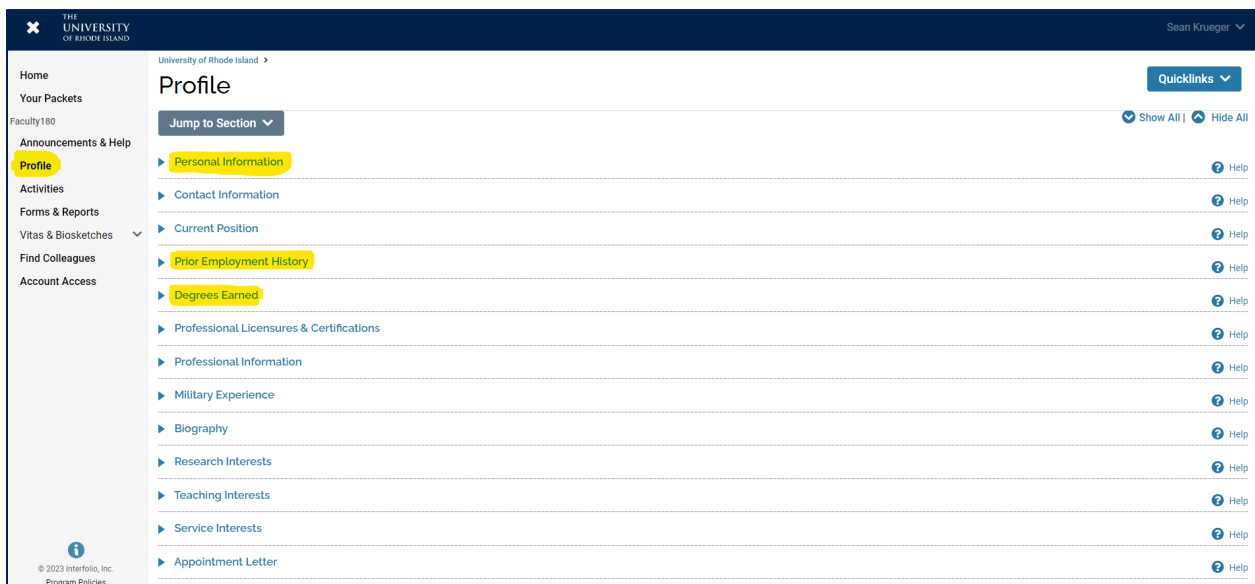
The Home page will be the first page shown when logging on and can be toggled to by clicking on the Home tab on the left.

- **Your Packets:** Found near the top on the left. This is where you will find your RPT case materials if you have an active case.
- **Profile:** Form used to collect directory level information. (e.g., Name, Degrees, Prior Employment, and Interests).
- **Activities:** Form used to enter faculty activities. (e.g., Scholarly Contributions, Courses Taught, Grants, and Student Advising).
- **Legacy Vitas:** Location where faculty can create the Candidate Profile and Period-of-Review vita used for RPT cases.



Profile Form

The **Profile** form, found on the left-hand side of the home screen and highlighted in the image below, and contains mostly directory level information. Some information is prepopulated through data sources at URI, while other sections require faculty to enter information. Each section can be accessed by expanding the section using the blue triangle before each heading or clicking on the name of each section. The Personal Information, Prior Employment History, and Degrees Earned sections are highlighted below and used in the creation of the Candidate Profile and Period-of-Review vita. Each of these sections is described in detail later in this guide.



Activities Form

The **Activities** form, found on the left-hand side of the home screen and highlighted in the image below, and provides a space for faculty to add, update, and validate their teaching, research, and service activities. Each section in the Activities form can be accessed by expanding the section using the blue triangle before each heading or selecting the section name. Many sections found in the Activities form are grouped into three recognizable areas: teaching, research, and service. Most of the sections will be identical to those used in the URI review, promotion, and tenure process, however there may be some unique sections for faculty in programs or colleges that use Faculty180 for accreditation. All sections that are part of the Candidate Profile and Period-of-Review vita are highlighted in the image below. Each of these highlighted sections is described in detail later in this guide.

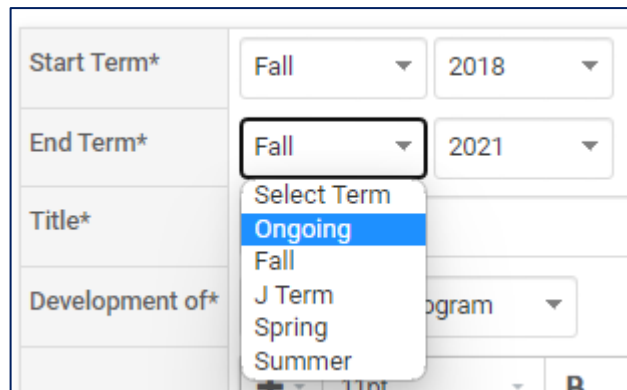
The screenshot displays the Faculty180 interface for the University of Rhode Island. The sidebar on the left contains navigation links: Home, Your Packets, Faculty180, Announcements & Help, Profile, **Activities** (highlighted), Forms & Reports, Vitas & Biosketches, Find Colleagues, and Account Access. The main content area is titled 'Activities' and features a 'Jump to Section' dropdown menu. Below this, a list of activity sections is presented, each with a blue triangle icon and a section name. The following sections are highlighted in yellow: Awards and Honors, Research: Scholarly Contributions and Productions, Research: Grant Activity, Research: Intellectual Property, Research: Student Research Projects, Teaching: Courses Taught, Teaching: Independent Studies and Other Learning Projects, Teaching: Student Advising, Teaching: Student Mentoring (graduate), Teaching: Course/Curriculum Developments and Revisions, Service: Institutional Committees, Service: Other Institutional Service, and Service: Professional. Other sections like Teaching: Workload Adjustments, Teaching: Non-Credit Instruction, Service: Community, Professional Development, Membership, Consulting, Letters of Recommendation, and Non Curricular Advising are not highlighted. A 'Go Back' link is located at the bottom right of the main content area.

Start and End dates for activities.

Choosing the appropriate start and end dates is a simple yet important concept to understand before entering activities. The Term fields are used to indicate when a given activity takes place and can be used to identify activities that span multiple terms and years.

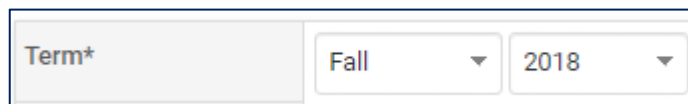
The Candidate Profile and Period-of-Review vita will include only those activities that occur within a specified date range. It is therefore important to track activities with their corresponding effective dates, to ensure that they are included in the relevant review period vita. There are two types of date fields in Faculty180 with slightly different instructions for each.

Scenario 1 – multi-semester activities: When Start Term and Year and End Term and Year fields are available in a section (see image below), the End Term and Year determine inclusion. For example, if there is an annual review period that encompasses the Academic Year 2024-2025, activities will be included with End Terms - Fall 2024, J-Term 2025, Spring 2025, Summer 2025, and Ongoing. Activities with Ongoing listed as the end term will always be included regardless of vita date range.



The image shows a form with several fields. The 'Start Term*' field has a dropdown menu set to 'Fall' and a year field set to '2018'. The 'End Term*' field has a dropdown menu set to 'Fall' and a year field set to '2021'. The 'Title*' field is empty. The 'Development of*' field has a dropdown menu set to 'Program'. The 'End Term*' dropdown menu is open, showing the following options: 'Select Term', 'Ongoing', 'Fall', 'J Term', 'Spring', and 'Summer'. The 'Ongoing' option is highlighted in blue.

Scenario 2 – semester-specific activities: When only a single Term and Year fields is available in a section (see image below) the term and year should be inclusive of the review period. For example, if there is an annual review period that encompasses the Academic year 2024-2025. Activities will be included when the Term field is set to - Fall 2024, J-Term 2025, Spring 2025, and Summer 2025. There is no Ongoing option with the single Term field.



The image shows a form with a single 'Term*' field. The dropdown menu is set to 'Fall' and the year field is set to '2018'.

Creating the Candidate Profile and Period-of-Review vita

The Candidate Profile and Period-of-Review vita can be generated by following the steps and image below.

1. Select Vitas & Biosketches
2. Select Legacy Vitas
3. Click the Eye icon to the right of the Candidate Profile and Period of Review vita
4. Adjust Date range to reflect the review period.
5. Select Export/Share and save as a Word document. Open the document in Word then save as a PDF. Saving the Vita as a Word document first before saving as a PDF will create an indexed PDF of your vita that makes it easier for Reviewers to navigate. Indexed PDFs appear in RPT with a heading-level list of sections, or table of contents, in the left-hand navigation column.
6. Select Your Packets, then scroll down to the Candidate Profile and Period-of-Review Tabulation of Accomplishments section and select Edit.
7. Select Add then upload the PDF version of the Candidate Profile and Period of Review (step 5)
8. Select Submit after the Candidate Profile and Period of Review vita and other additional documents are added.

Name	Description	Unit	View	Actions
AY Report		Arts and Sciences		
Candidate Profile and Period-of-Review	Candidate Profile and Self-Assessment For Annual Review/Tenure/Promotion	University of Rhode Island		
Form 6 Candidate Profile	Template for Lecturers, Senior Lecturers, and Teaching Professors	University of Rhode Island		
Form 7 Teaching and Advising Support Materials	Template for Lecturers, Senior Lecturers, and Teaching Professors	University of Rhode Island		
Service Form	The University of Rhode Island does not use an official Service Form for RPT. However, this form can be used when submitting Service while using Faculty180 to organize service.	University of Rhode Island		
StandardCV		University of Rhode Island		

View Vita

Vita Options

Type* Institutional Personal

Candidate Profile and Period-of-Review (University of Rhode Island)

Date range* All Custom

Begin* Summer 2022 End* Summer 2023

Hide date range in vita output

Note: date range only applies to items from activity input

Refresh Vita

Export/Share Print

Export To

- Word Document
- PDF
- My Interfolio Dossier

Home

Your Packets 6

Faculty180

Announcements & Help

Profile

Activities

Forms & Reports

Vitas & Biosketches

Comprehensive Professional Career CV Edit

Due: 2024-10-01 | Not Yet Submitted Unlocked

Type	# Required	# Added
<input type="radio"/> Career CV	1 required	0

Candidate Profile and Period-of-Review Tabulation of Accomplishments Edit

Due: 2024-10-01 | Not Yet Submitted Unlocked

Type	# Required	# Added
<input type="radio"/> Period-of-Review Tabulation of Accomplishments	1 required	0
<input checked="" type="checkbox"/> Additional Documents	0 required	0

▼ **Candidate Profile and Period-of-Review Tabulation of Accomplishments** 0 of 1 Required Files

Due: Oct 1, 2024 | Not Yet Submitted Unlocked Submit 8

Period-of-Review Tabulation of Accomplishments 1 required, 0 Added Add 7

Faculty have two pathways for creating their Candidate Profile and Period-of-Review Tabulation of Accomplishments:

- Record activities in **Interfolio Faculty 180 (F180)** and generate a Candidate Profile and Period-of-Review vita for upload to your RPT case. Instructions for the use of F180 are available here: <https://web.uri.edu/provost/interfolio-faculty180/>
- Tabulate activities for the period of review in the offline "Candidate Profile and Period-of-Review Tabulation of Accomplishments" form **[add link to form on Provost website]** and upload to RPT. Note: this form combines the previous forms 8, 10 and 12 into a single form.

Detailed instructions for the period-of-review tabulation of accomplishments is available here **[add link to full guidance documents]**.

No files have been added yet.

Additional Documents 0 Added Add



No files have been added yet.

Candidate Profile and Period-of-Review Tabulation of Accomplishments

The following pages provide a detailed look at individual Faculty180 sections and fields with a focus on how sections and fields are used in the Candidate Profile and Period-of-Review vita.

Professional Information

The **Professional Information** section is in the [Profile](#) form. All fields in the **A and B Input Form**, shown below, are needed for the Candidate Profile and Period-of-Review vita. When entering information for the first time, users should select the **Add** button. Thereafter, when information needs to be updated, for example after a promotion, users should select the “Pencil” icon, highlighted in the image below, to edit this entry. Do not use the Add button, which would create a new entry.. There should only be one line of information.

Professional Information												Help	
Department ^	College ^	Month / Year of First URI appointment ^	Current Rank ^	Years in current rank (as of July 20 of the previous year) ^	Years Since Terminal Degree ^	Do you have Tenure? ^	Date Tenure Awarded ^	Mandatory Tenure Decision Date ^	Years Credit Toward Tenure, if any Awarded with our initial contract? ^	To Assistant: ^	To Associate: ^	To Professor: ^	Actions
Economics	Arts and Sciences	August 2018	Professor	2	4	Yes		2027-01-19	0	2018-08-24	2019-09-04	2021-01-20	 

Add

A Input Form

Department*	<input type="text" value="Economics"/>
College*	<input type="text" value="Arts and Sciences"/>
Month / Year of First URI appointment*	<input type="text" value="August"/> <input type="text" value="2018"/>
Current Rank*	<input type="text" value="Professor"/>
Years in current rank (as of July 20 of the previous year)*	<input type="text" value="2"/>
Years Since Terminal Degree*	<input type="text" value="4"/>
Do you have Tenure?*	<input type="text" value="Yes"/>
Date Tenure Awarded	<input type="text"/>
Mandatory Tenure Decision Date	<input type="text" value="2027-01-19"/>
Years Credit Toward Tenure, if any Awarded with our initial contract?	<input type="text" value="0"/>

B Promotion Dates

To Assistant:	<input type="text" value="2018-08-24"/>
To Associate:	<input type="text" value="2019-09-04"/>
To Professor:	<input type="text" value="2021-01-20"/>

Degrees Earned

The Degrees Earned section is in the [Profile](#) form and is used to capture all degrees earned or in progress. When entering degrees for the first time, use the Add button. To update a degree after it has been entered, use the pencil icon on the right. See Highlights below. All fields in the A Input Form, shown below, are used in the Candidate Profile and Period-of-Review vita.

▼ Degrees Earned						Help
Degree	Discipline	Year	Institution	Highest Degree Earned	Actions	
B.A.	Marine and Coastal Policy	2005	University of Rhode Island			
M.S.	Nutrition and Food Science	2014	University of Rhode Island	<input checked="" type="checkbox"/>		

Add

A Input Form

Level of Degree*	Select Degree Below ▼
Degree*	Select ▼
Year Conferred / In Progress*	In Progress ▼
Highest Degree Earned*	Select ▼ <input type="checkbox"/> Check if this is considered a "Terminal" degree in your discipline.
Discipline	<input type="text"/>
Granting Institution	<input type="text"/>
City	<input type="text"/>
State or Province	Select ▼
Nation	Select ▼
Title of Dissertation or Thesis	<input type="text"/>

Prior Employment History

The Prior Employment History section is found in the [Profile](#) form. To add new entries, select the Add button, to update past entries, select the pencil icon to the right of each entire. Include all academic appointments including rank and tenure status (do not include teaching assistant or equivalent; however, list periods of self-employment and other relevant professional employment). All fields found in the A and B Input Form, shown below, are needed when using the Candidate Profile and Period-of-Review vita.

▼ Prior Employment History				Help
Position	Organization	Years	Actions	
Assistant Director of Outreach and Advertising	Providence College	(2015-2017)		
Coordinator	University of Rhode Island	(2018-Ongoing)		
Per Course Instructor	Salve Regina University	(2014-2018)		

Add

Teaching, Learning and Advising

List of Courses Taught by Semester

The Teaching: Courses Taught section is found in the [Activities](#) form. Courses are brought over to Faculty180 using the official course catalog and instructor records from e-campus. If there is an error, or you would like to have courses brought in prior to Spring 2018 please contact Sean Krueger at uri_faculty180@etal.edu. The highlighted fields below need to be completed for use in the Candidate Profile and Period-of-Review vita. Select the Pencil icon next to each section to enter this information. The second image below shows what the data entry screen looks like for each course. Fill in the highlighted Activity Classifications and save.

▼ Teaching: Courses Taught ? Help

Courses listed in the section have been brought over from the University's official student system. If there is an error please contact Sean Krueger at uri_faculty180@etal.uri.edu.

Term	Course	Course Title	Credit Hours	Enrollment	Co teaching	Team Taught	Extra Compensation	Justice, Equity, Diversity, and Inclusion (JEDI) Focus	Actions
Fall 2021	BES 699 Independent Study 0001	Doctoral Dissertation Research	3	1	No	No			
Fall 2020	NFS 207 Lecture 2	General Nutrition	2	100	2	1			
Fall 2020	NFS 207 Lecture 200	General Nutrition	3	31	No	No			

A Course Information

Term	Course	Course Title	Credit Hours	Enrollment	Co teaching	Team Taught	Extra Compensation	Justice, Equity, Diversity, and Inclusion (JEDI) Focus	Course Not Taught
Fall 2021	BES 699 Independent Study 0001	Doctoral Dissertation Research	3	1	No	No			<input type="checkbox"/>

B Activity Classifications

Co teaching*	No
Team Taught	No
Extra Compensation*	Select
Justice, Equity, Diversity, and Inclusion (JEDI) Focus	Select

Major Course/Curriculum developments or revisions

The Teaching: Course/Curriculum Developments and Revisions section is found in the [Activities](#) form. To add new entries, select the Add button, to update past entries, select the pencil icon to the right of each entire. All fields shown in the second image below are used in the Candidate Profile and Period-of-Review vita. To learn how start and end dates effect inclusion during a period of review vita please review the [Date](#) section from this guide.

▼ Teaching: Course/Curriculum Developments and Revisions ? Help

Title	Development of	Description	Start Term	End Term	Actions
New Degree	New Degree Program	Description here	Fall 2018	Fall 2021	
Accelerated Bachelors to Masters	Certificate	Faculty Senate approved proposal here.....	Fall 2019	Spring 2020	

Add

A Input Form

Start Term*	Fall	2018
End Term*	Fall	2021
Title*	New Degree	
Development of*	New Degree Program	
Description*	<div style="border: 1px solid #ccc; padding: 5px;"> + 11pt B <i>I</i> <u>U</u> x_2 x^2 </div>	
	<div style="border: 1px solid #ccc; padding: 5px;"> Description here P 2 WORDS </div>	

B Activity Classifications

Justice, Equity, Diversity, and Inclusion (JEDI) Focus ? Select

Independent Studies and Other Learning Projects

The Teaching: Independent Studies and Other Learning Projects section is found in the [Activities](#) form. To add new entries, select the Add button, to update past entries, select the pencil icon to the right of each entire. All fields shown in the second image below are used in the Candidate Profile and Period-of-Review vita. To learn how start and end dates effect inclusion during a period of review vita please review the [Date](#) section from this guide.

Teaching: Independent Studies and Other Learning Projects Help

Other teaching assignments since your initial appointment at URI or last promotion (e.g., directed or independent study; experiential learning project).

Project Title	Teaching Assignment Type	Number of Students	Start Term	Actions
Diplomacy Project	Directed/Independent Study	2	Spring 2022	
Test for teaching	Experiential Learning Project	11	Fall 2022	

Add

A Input Form






Term*	Spring	2022
Project Title*	Diplomacy Project	
Teaching Assignment Type *	Directed/Independent Study	
Number of Students *	2	

Student Advising

The Teaching: Student Advising section is found in the [Activities](#) form. To add new entries, select the Add button, to update past entries, select the pencil icon to the right of each entire. All fields shown in the second image below are used in the Candidate Profile and Period-of-Review vita. To learn how start and end dates effect inclusion during a period of review vita please review the [Date](#) section from this guide.

▼ Teaching: Student Advising ? Help

Student advising since your initial appointment at URI or last promotion.

University College	Majors	Graduate (other than those reported elsewhere)	Total	Start Term	Actions
21	3	4	28	Spring 2018	  
3	2	1	6	Fall 2018	  
3	4	1	8	Spring 2019	  

Add

A Input Form







Term*	Spring ▼	2018 ▼
University College*	21	
Majors*	3	
Graduate (other than those reported elsewhere)*	4	
Total*	28	
Workload Credit	No ▼	

Graduate Student Mentoring

The Teaching: Graduate Student Mentoring section is found in the [Activities](#) form. To add new entries, select the Add button, to update past entries, select the pencil icon to the right of each entire. All fields shown in the second image below are used in the Candidate Profile and Period-of-Review vita. To learn how start and end dates effect inclusion during a period of review vita please review the [Date](#) section from this guide.

▼ Teaching: Graduate Student Mentoring ? Help

List graduate students and your advising role for each (i.e. Major Professor, Committee Member, Defense Chair) since your initial appointment at URI or last promotion.

Type	Faculty Role	Student Name	Degree (Master or Ph.D.)	Project Title	Date Completed / Expected	Start Term	End Term	Actions
Research Mentor	Mentor	Jack Sparrow	Ph.D.	Learning to Sail	2025-08-27	Fall 2019	Ongoing	  
Dissertation	Co-Major Professor	Mike Smith	Ph.D.	Soy isoflavones	2021-09-23	Fall 2021	Ongoing	  

Add

A General Information







Start Term*	Fall	2021
End Term*	Ongoing	Ongoing
Type*	Dissertation	
Faculty Role*	Co-Major Professor	

B Student Information

Student Name*	Mike Smith
Degree (Master or Ph.D.)*	Ph.D.
Project Title	Soy isoflavones
Date Completed / Expected*	2021-09-23

Other Student Mentoring

The Non-Curricular Advising section is found in the [Activities](#) form. To add new entries, select the Add button, to update past entries, select the pencil icon to the right of each entire. All fields shown in the second image below are used in the Candidate Profile and Period-of-Review vita. To learn how start and end dates effect inclusion during a period of review vita please review the [Date](#) section from this guide.

Organization/Group	Students Advised	Description	Start Term	Actions
MUSIC: Multicultural Unity and Student Involvement	5	Provided career advice to members throughout the academic year.	Fall 2022	  
LBTQ (Lesbian, Bisexual, Trans, Queer & Questioning) Women's Group	8	Attended monthly meetings and met individually with members.	Spring 2023	  

Add

A Input Form

Term*	Summer	2023
Organization/Group*		
Students Advised*		
Description*	<div style="border: 1px solid #ccc; padding: 5px;"> <p>11pt B I U x₂ x² [bullet] [list] [link] [code]</p> <p>Ω <></p> <p style="text-align: right;">0 WORDS</p> </div>	

B Activity Classifications

Internal/External* ?	Select
Justice, Equity, Diversity, and Inclusion (JEDI) Focus ?	Select

Research, Creative, and Other Scholarly Activity

Scholarly/Creative Works

The Research: Scholarly Contributions and Productions section is found in the [Activities](#) form. To add new entries, select the Add button, to update past entries, select the pencil icon to the right of each entire. All fields needed to create a citation should be added on the Input form. To learn how start and end dates effect inclusion during a period of review vita please review the [Date](#) section from this guide.

Research: Scholarly Contributions and Productions Help

Citation Preview: The 'Citation Preview' below shows how your item will appear on your CV. Choose an Output Style from the drop-down menu (e.g., APA, MLA, NLM) and click Refresh Citation. Coauthor(s): When adding a University coauthor, choose Select Internal Faculty Member. Note: only University faculty with accounts are included in this search. If your co-author is not in the system, choose Add Other Coauthor.

Search:

Show 20 entries

Type	Title	Outlet	Year Pub	Status	Term	Origin	Actions
Journal Article	Chronic lymphocytic inflammation with pontine perivascular enhancement responsive to steroids (CLIPPERS)	Brain	2010	Completed/Published	Fall 2010	BibTeX	

A list of Scholarly Contributions and Productions activity types are shown in the image below. Many of these have subcategories.

Manual Input ?

Select

- Select
- Abstract
- Book
- Case Study
- Chapter
- Conference Proceedings
- Dataset
- Digital and Electronic Media, Social Media, Blog, Podcast
- Exhibition
- Journal Article
- Patent and Intellectual Property
- Performance
- Poster Presentation
- Presentation
- Production
- Review
- Technology
- Other Teaching Materials
- Other Scholarly Work

When adding Journal Articles, fill in the **Activity Classification – Peer Reviewed** found at the very bottom of the Input Form (see Input Form B). To change the status of an entry, select the “Manage Status” button found at the top of **Input Form A**. Scholarly contribution bulk upload instructions can be found [here](#).

A Input Form

Status*	Completed/Published for Fall 2010 Manage Status
Type	Journal Article
Title*	<p>B <i>I</i> <u>U</u> x₂ x² <i>I</i>_x Ω</p> <p>Chronic lymphocytic inflammation with pontine perivascular enhancement responsive to steroids (CLIPPERS)</p>
Journal Title	Brain
Series Title	
Month / Season ?	
Year	2010
Publisher	
Publisher City and State	
Publisher Country	
Volume	133
Issue Number / Edition	9
Page Number(s) or Number of Pages	2626-2634
ISSN	
DOI	

CoAuthor	First Name	Middle Initial	Last Name	Role	Faculty at your institution	Delete
1	Sean	J	Pittock	Select		
2	Jan		Debruyne	Select		

Add

URL

Include URL in output citation (display dependent on citation format)

Include description in output citation.

Description

+ 11pt **B** *I* U \times_2 \times^2

0 WORDS

Citation Preview

Select **Refresh Citation**

B Activity Classifications

Justice, Equity, Diversity, and Inclusion (JEDI) Focus Select

Peer Reviewed Select

Intellectual Property

The Research: Intellectual Property section is found in the [Activities](#) form. To add new entries, select the **Add** button, to update past entries, select the pencil icon to the right of each entire. All fields shown in the second image below are used in the Candidate Profile and Period-of-Review vita. To learn how start and end dates effect inclusion during a period of review vita please review the [Date](#) section from this guide.

Intellectual Property	Co-developers (if any)	Date	Start Term	Actions
Lightbulb	Thomas Alva Edison	September 2022	Fall 2022	

Add

A Intellectual Property

Term*	Summer	2023
Intellectual Property*		
Co-developers (if any)		
Date*	Select	Select

External and Internal Funding & Grant Proposals

The Research: Grant Activity section is found in the Activities form. This section includes both Grants and Grant Proposals. To add new entries, select the Add button, to update past entries, select the pencil icon to the right of each entire. All fields **Highlighted** in the images below are used in the Candidate Profile and Period-of-Review vita. To learn how start and end dates effect inclusion during a period of review vita please review the Date section from this guide.

▼ Research: Grant Activity ? Help

Add pending projects, proposals, awards, and renewals within this section. Update funding amounts to reflect ongoing changes and maintain a complete history of the project throughout its completion.

Title	Sponsor	Award Date	Status	Term	Total Funding	Actions
An Analysis of Yukon Delta Salmon Management	European Research Council	2023-05-09	Funded - In Progress	Spring 2022	100,000.00	
Aquaculture in the Bay	USGA	2019-05-16	Completed	Fall 2022	150,000.00	
Land use on the upland plan	USGA		Submitted for Review	Spring 2023	30,000.00	

[Add](#)

Grants should use the Statuses.

- Completed
- Funded – In Progress

Proposals should use the Statuses.

- Submitted – Not Funded
- Submitted for Review

Manage Status ✕

Status*	Select
Term*	In Preparation - Not Submitted
Year*	Submitted for Review
	Funded - In Progress
	Completed
	Submitted - Not Funded
	Work Discontinued
	Withdrawn

Some required field

[Save](#) [Cancel](#)

A Input Form

Status* Funded - In Progress for Spring 2022 Manage Status

Title* An Analysis of Yukon Delta Salmon Management

Funding Agency / Sponsor European Research Council

Grant ID / Contract ID 123456789000

Abstract

The broad range of Pacific Alaskan salmon has resulted in the creation of a complex and multiorganizational system of management that includes the state of Alaska, various federal departments, a Congressionally-mandated fishery council, and a number of commercial and nongovernmental fish organizations. In the Bering Sea salmon are caught by the commercial

98 WORDS

Collaborators	First Name	Middle Initial	Last Name	Author / Contributor Type*	Percent Effort	Faculty at your institution
1	Sean	C	Krueger	PI	50	<input checked="" type="checkbox"/>
2	Rhody	the	Ram	PI	50	<input checked="" type="checkbox"/>

Add

URL

Description

0 WORDS

Total Funding is a required field and should be used for both Grants and Proposals. Only Grants should use the Award Date field. If there is more than one funding period - use the Number of Periods fields to expand the Funded Amounts table. However, only the Total Funding field will show on the tabulation vita.

B Dates & Funding Periods

Award Date 2023-05-09

Start Date* 2022-01-01

End Date 2026-04-10

Number of Periods* 1 **each composed of*** 5 **Years**

C Funded Amounts

Indirect Funding Yes No

Currency USD

Period	Start Date	End Date	Total Funding*
1	2022-01-01	2027-01-01	100,000
Total			100,000

D Activity Classifications

Funded Status* Funded

Internal/External* External

Source of Funding* Other European Research Council

Teaching Release* No

Type of Grant* Program

Student Engagement in Funded Research

The Research: Student Research Projects section is found in the [Activities](#) form. To add new entries, select the Add button, to update past entries, select the pencil icon to the right of each entry. All fields shown in the second image below are used in the Candidate Profile and Period-of-Review vita. To learn how start and end dates effect inclusion during a period of review vita please review the [Date](#) section from this guide.

▼ Research: Student Research Projects ? Help

List research projects in which students were engaged as externally funded research assistants or on research projects for independent study since your initial appointment at URI or your last promotion.

Projects	Number of Undergraduates Engaged	Number of Graduate Students Engaged	Term	Actions
Research Project			Start Term	
Ocean Fishing in Rhode Island	3	1	Fall 2018	  
Beach Cleanup	12	2	Fall 2019	  

Add

A Projects
















Term*	Summer	2023
Research Project*	<input type="text"/>	
Number of Undergraduates Engaged*	<input type="text"/>	
Number of Graduate Students Engaged*	<input type="text"/>	

Service and Professional Outreach

Institutional Committees

The Service: Institutional Committees section is found in the [Activities](#) form. To add new entries, select the Add button, to update past entries, select the pencil icon to the right of each entire. All fields shown in the second image below are used in the Candidate Profile and Period-of-Review vita. To learn how start and end dates effect inclusion during a period of review vita please review the [Date](#) section from this guide.

▼ Service: Institutional Committees ? Help

Committee Name	Start Term	End Term	Actions
Hiring Committee	Spring 2023	Ongoing	  
Curriculum Development Committee	Fall 2022	Ongoing	  
Promotion and Tenure	Fall 2019	Spring 2020	  
Honors and Awards Committee	Fall 2018	Ongoing	  
Hiring Committee	Fall 2018	Spring 2022	  

Add

A Input Form

Start Term*	Summer	2023
End Term*	Ongoing	Ongoing
Unit*	University of Rhode Island	
	Change	
Committee*	Select	







B Activity Classifications

Justice, Equity, Diversity, and Inclusion (JEDI) Focus ?	Select
Responsibility* ?	Select

Other Institutional Service

The Service: Other Institutional Service section is found in the [Activities](#) form. To add new entries, select the Add button, to update past entries, select the pencil icon to the right of each entire. All fields shown in the second image below are used in the Candidate Profile and Period-of-Review vita. To learn how start and end dates effect inclusion during a period of review vita please review the [Date](#) section from this guide.

Service: Other Institutional Service ? Help

Title	Organization	Description	Start Term	End Term	Actions
Department Chair	Music	Provided administrative department support.	Spring 2022	Ongoing	  
Welcome Day Department Representative	Business	Helping students move into the dorms	Fall 2019	Ongoing	  

Add

A Input Form




Start Term*	Summer	2023
End Term*	Ongoing	Ongoing
Title*	<input type="text"/>	
Unit*	University of Rhode Island	
	Change	
Description	<input type="text"/>	

B Activity Classifications

Justice, Equity, Diversity, and Inclusion (JEDI) Focus ?	Select
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Professional Service/Outreach

The Service: Professional section is found in the [Activities](#) form. To add new entries, select the Add button, to update past entries, select the pencil icon to the right of each entire. All fields shown in the second image below are used in the Candidate Profile and Period-of-Review vita. To learn how start and end dates effect inclusion during a period of review vita please review the [Date](#) section from this guide.

Title	Organization	Description	Start Term	End Term	Actions
Conference planning committee	National Science Foundation	Chaired the annual conference	Spring 2021	Ongoing	  

A Input Form

Start Term*	Summer	2023
End Term*	Ongoing	Ongoing
Title*	<input type="text"/>	
Organization	<input type="text"/>	
Description	<input type="text"/>	

B Activity Classifications

Justice, Equity, Diversity, and Inclusion (JEDI) Focus ?	Select
Responsibility* ?	Select