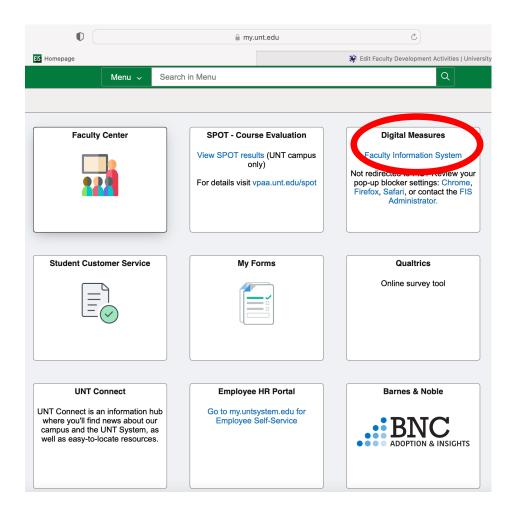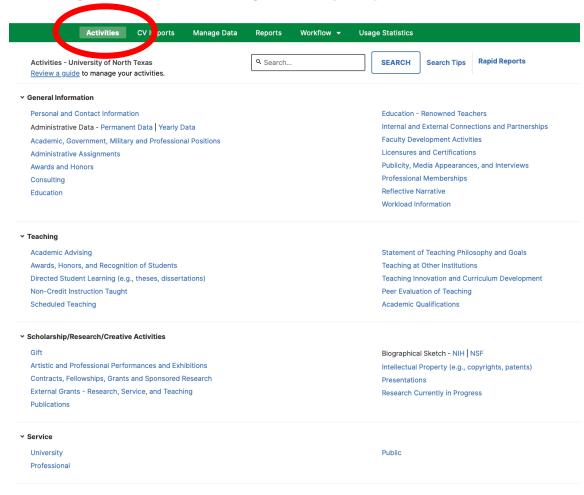# Faculty Information System (FIS): log into [my.unt.edu](my.unt.edu)
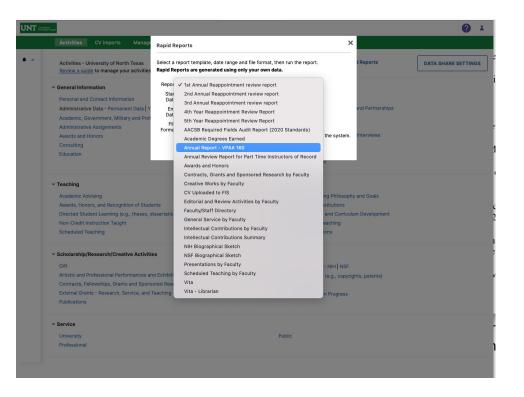
Faculty Information System (FIS): Activities Screen

- Entering information/data into the Faculty Information System(FIS) generates the VPAA-160 Annual Report for your Annual Review

- The following slides provide an overview of how to enter the information on the various Activities in FIS that are relevant for the Annual Review

VPAA-160 Annual Report:

You can check the accuracy of your VPAA-160 by clicking "Rapid Reports," and selecting "Annual Report- VPAA 160" and the applicable "Start Date," "End Date," "File Format"

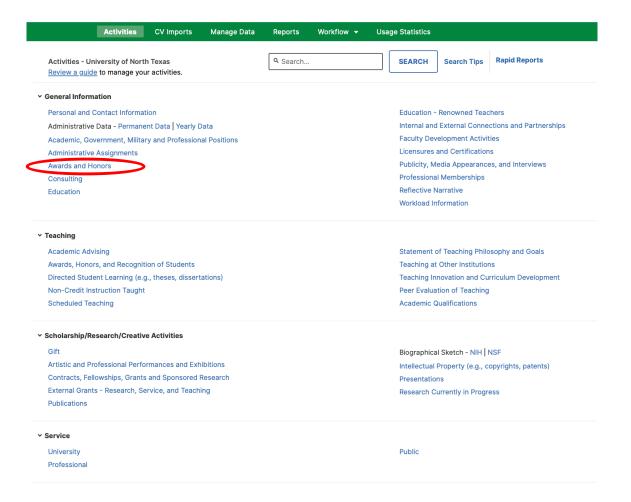# I. General Information: Awards and Honors
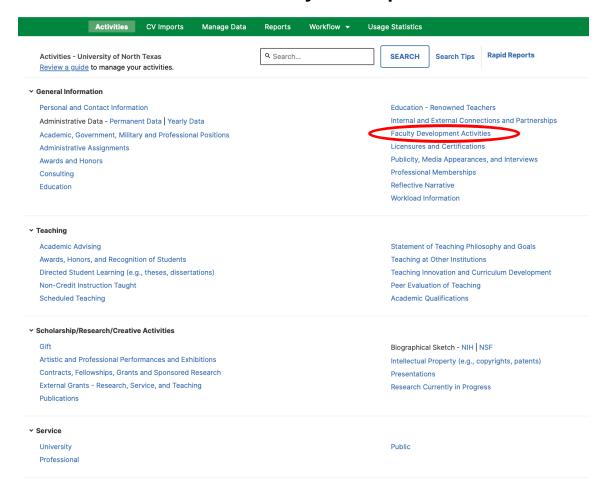
Awards and Honors:

Enter the information on Awards and Honors:

- Select "Type" such as "Award," "Honor," "Position"

- Enter the information in the required fields: "Award or Honor Name," "Organization/Sponsor," "Nominated or Received," "Scope," "Country," and "Date Received /Date Ended"

- If applicable, upload supporting documentation in "Upload File"

Edit Awards and Honors

Information displayed on the public site is annotated with a red P.
Read only, restricted, or locked fields are annotated with a red R or a lock symbol.
Required fields are annotated with a red *.

Type *

| Honor | ˅ |

Award or Honor Name P *

| Thank-a-Teacher |

Organization/Sponsor P *

| Office of the Provost and Vice President for Academic Affairs |

Purpose *

| Teaching | ˅ |

Nominated or Received P *

| Received | ˅ |

Scope *

| University | ˅ |

Country *

| United States of America | ˅ |

Brief Description/Explanation

B *i* U x² x₂ ↶ ↷ ⛶

Thank you for teaching several amazing, enlightening classes and encouraging every student to be engaged and ask questions about the content, regardless of how 'dumb' they seemed-Anonymous

Upload File

Drop file here or select to upload

Date Received

| **Month** P * | **Day** P | **Year** P * |
| Decem... ˅ | 21 | 2022 |

Date Ended

| **Month** P * | **Day** P | **Year** P * |
| Decem... ˅ | 21 | 2022 |

I. General Information: Faculty Development Activities

Faculty Development Activities:

Enter activities related to faculty development:

- Select "Activity Type" such as "Conference Attendance," "Faculty Development Leave," "Seminar," "Workshop," "Other"

- Enter the information in the required fields: "Title" of the development activity, "Country," "Sponsoring Organization," and "Start Date/End Date"

- If applicable, upload "Support Documents"

Don't forget to enter the "End Date" of the activity

I. General Information: Professional Memberships

Activities   CV Imports   Manage Data   Reports   Workflow ▾   Usage Statistics

Activities - University of North Texas
Review a guide to manage your activities.

🔍 Search...   **SEARCH**   Search Tips   **Rapid Reports**

▾ General Information

Personal and Contact Information
Administrative Data - Permanent Data | Yearly Data
Academic, Government, Military and Professional Positions
Administrative Assignments
Awards and Honors
Consulting
Education

Education - Renowned Teachers
Internal and External Connections and Partnerships
Faculty Development Activities
Licensures and Certifications
Publicity, Media Appearances, and Interviews
Professional Memberships
Reflective Narrative
Workload Information

▾ Teaching

Academic Advising
Awards, Honors, and Recognition of Students
Directed Student Learning (e.g., theses, dissertations)
Non-Credit Instruction Taught
Scheduled Teaching

Statement of Teaching Philosophy and Goals
Teaching at Other Institutions
Teaching Innovation and Curriculum Development
Peer Evaluation of Teaching
Academic Qualifications

▾ Scholarship/Research/Creative Activities

Gift
Artistic and Professional Performances and Exhibitions
Contracts, Fellowships, Grants and Sponsored Research
External Grants - Research, Service, and Teaching
Publications

Biographical Sketch - NIH | NSF
Intellectual Property (e.g., copyrights, patents)
Presentations
Research Currently in Progress

▾ Service

University
Professional

Public

Professional Memberships:

Enter the required information into FIS :

- "Name of Organization," "Organization Type," "Country," and "Start Date/End Date

Enter the information on the "Scope of Organization"

Edit Professional Memberships

Information displayed on the public site is annotated with a red P.
Read only, restricted, or locked fields are annotated with a red R or a lock symbol.
Required fields are annotated with a red *.

Name of Organization P *

South Central Modern Language Association

Abbreviation of Organization

Leadership Position Held P

Organization Type *

Academic

Scope of Organization

Regional

Country *

United States of America

Description of the Organization

B   *i*   U   x²   x₂

Note: For activities that you started but have not yet presently completed, specify the start date and leave the end date blank.

Start Date

Month P	Day P	Year P *
January		2016

End Date

Month P	Day P	Year P *
Decem...		2018

Don't forget to enter the "End Date" of membership if applicable

II. Teaching: Teaching Innovation and Curriculum Development

Teaching Innovation and Curriculum Development: Summary Screen

‹ **Teaching Innovation and Curriculum Development**

Search... | **SEARCH** | Search Tips | **Rapid Reports**

🗑 | DUPLICATE | COMPARE | **ADD NEW** | **SELECT COLUMNS** | ⟲ | →

Filters: None

	ACTIVITY TYPE	COURSE OR PROGRAM NAME	MONTH, …	DAY, ST…	YEAR, S…	MONTH, …	DAY, EN…	YEAR, E…	ORIGINA…
☐	Taught Existing Course for the First Time	GERM 3042 German Cultural History (1900-200)	August	19	2024	December	13	2024	Data Entr
☐	Revised Existing Degree/Certification Program	German Studies Major				December		2022	Data Entr
☐	Taught Existing Course for the First Time	WLLC 3410 German Popular Culture	August	29	2022	December	8	2022	Data Entr
☐	Revised Existing Course	GERM 4314 The Third Reich	August	29	2022	December	8	2022	Data Entr
☐	Innovations Not related to New Course/Program Development	WLLC 3410 German Popular Culture				May	10	2022	Data Entr
☐	Revised Existing Course	GERM 3040 German Culture through Film	January	18	2022	May	5	2022	Data Entr
☐	Revised Existing Course	GERM 2050 Intermediate German	January	12	2021	April	22	2021	Data Entr
☐	Revised Existing Course	GERM 3070 Advanced German II (Written Communication)	January	11	2021	April	22	2021	Data Entr
☐	Developed New Course	GERM 3046 German Culture through Film				April	16	2021	Data Entr
☐	Innovations Not related to New Course/Program Development	GERM 3052 German Literary Survey 1750-1918				April	15	2021	Data Entr

Teaching:
Teaching Innovation and Curriculum Development

Enter the information on activities related to teaching. In the drop-down menu "Activity Type" you can select items such as:

- Taught Existing Course for the First Time
- Revised Existing Course
- Revised Existing Degree/ Certification Program
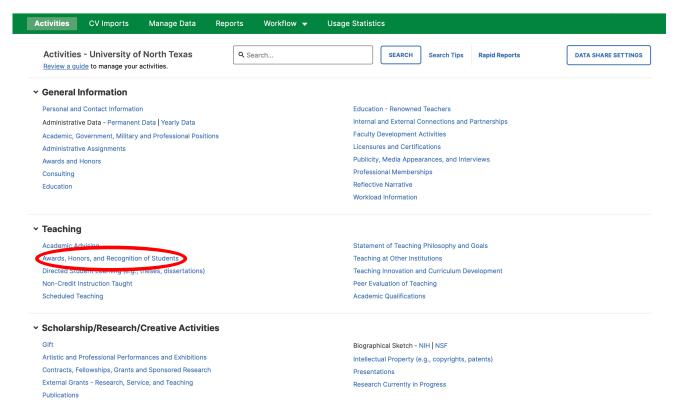- Revised Existing Study Abroad Program

Provide brief "Description of Activity," upload the syllabus, and enter "Start Date" and "End Date"

II. Teaching: Awards, Honors, and Recognition of Students

Activities   CV Imports   Manage Data   Reports   Workflow ▾   Usage Statistics

Activities - University of North Texas

Review a guide to manage your activities.

Search...   **SEARCH**   Search Tips   Rapid Reports   **DATA SHARE SETTINGS**

⌄ General Information

Personal and Contact Information

Administrative Data - Permanent Data | Yearly Data

Academic, Government, Military and Professional Positions

Administrative Assignments

Awards and Honors

Consulting

Education

Education - Renowned Teachers

Internal and External Connections and Partnerships

Faculty Development Activities

Licensures and Certifications

Publicity, Media Appearances, and Interviews

Professional Memberships

Reflective Narrative

Workload Information

⌄ Teaching

Academic Advising

Awards, Honors, and Recognition of Students

Directed Student Learning (e.g., theses, dissertations)

Non-Credit Instruction Taught

Scheduled Teaching

Statement of Teaching Philosophy and Goals

Teaching at Other Institutions

Teaching Innovation and Curriculum Development

Peer Evaluation of Teaching

Academic Qualifications

⌄ Scholarship/Research/Creative Activities

Gift

Artistic and Professional Performances and Exhibitions

Contracts, Fellowships, Grants and Sponsored Research

External Grants - Research, Service, and Teaching

Publications

Biographical Sketch - NIH | NSF

Intellectual Property (e.g., copyrights, patents)

Presentations

Research Currently in Progress

Teaching:
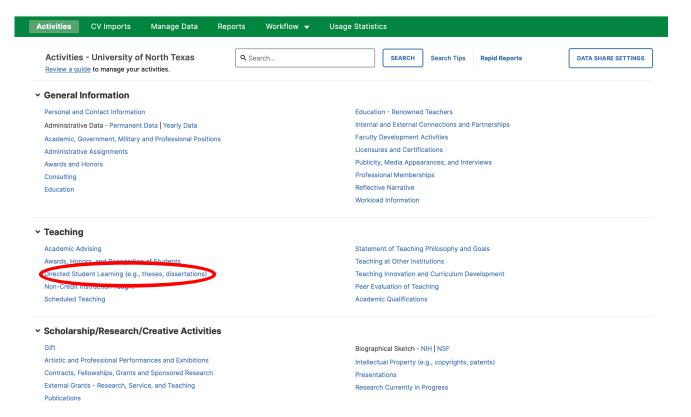# Awards, Honors, and Recognition of Students

- Enter the names of students you have mentored/supervised to receive Awards (speech contests, university awards, etc.), Honors, and Recognition
- You can also enter names of students for whom you had written letters of recommendation for the Award, Honors, and Recognition they received
- Select the "Type" of Recognition ("Acceptance to Graduate School," "Award," "Honor," "Internship," "Student Job Placement") and Name of the "Award, Honor or Job Placement"
- Give a description of your "Professor Role" such as "Faculty Mentor," "Faculty Supervisor," "Instructor," etc.
- Enter the information in the remaining fields and upload "Additional information [such as letter of recommendation] regarding Awards, Honors or Job Placement" if applicable
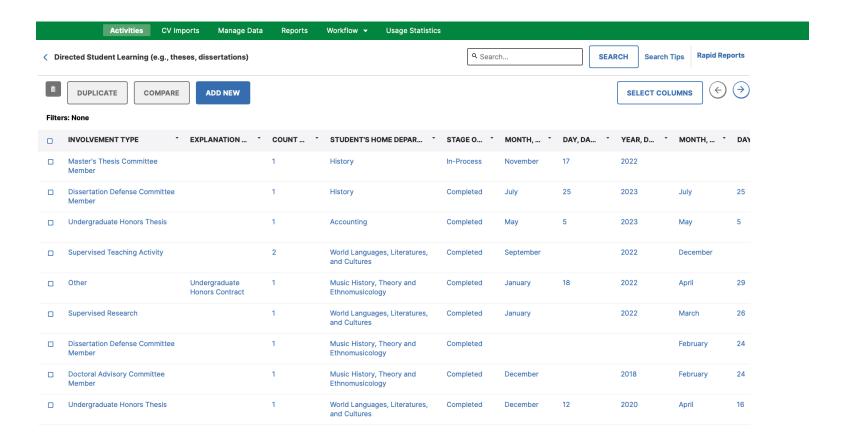- Don't forget to enter the "Date" by when the student was notified of the recognition

II. Teaching: Directed Student Learning (e.g., theses, dissertation)

Activities - University of North Texas
Review a guide to manage your activities.

General Information
Personal and Contact Information
Administrative Data - Permanent Data | Yearly Data
Academic, Government, Military and Professional Positions
Administrative Assignments
Awards and Honors
Consulting
Education

Education - Renowned Teachers
Internal and External Connections and Partnerships
Faculty Development Activities
Licensures and Certifications
Publicity, Media Appearances, and Interviews
Professional Memberships
Reflective Narrative
Workload Information

Teaching
Academic Advising
Awards, Honors, and Recognition of Students
Directed Student Learning (e.g., theses, dissertations)
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Academic Qualifications

Scholarship/Research/Creative Activities
Gift
Artistic and Professional Performances and Exhibitions
Contracts, Fellowships, Grants and Sponsored Research
External Grants - Research, Service, and Teaching
Publications

Biographical Sketch - NIH | NSF
Intellectual Property (e.g., copyrights, patents)
Presentations
Research Currently in Progress

Directed Student Learning (e.g., theses, dissertation): Summary Screen

‹ **Directed Student Learning (e.g., theses, dissertations)**

🔍 Search...   **SEARCH**   Search Tips   **Rapid Reports**

🗑   **DUPLICATE**   **COMPARE**   **ADD NEW**   **SELECT COLUMNS**   ← →

Filters: None

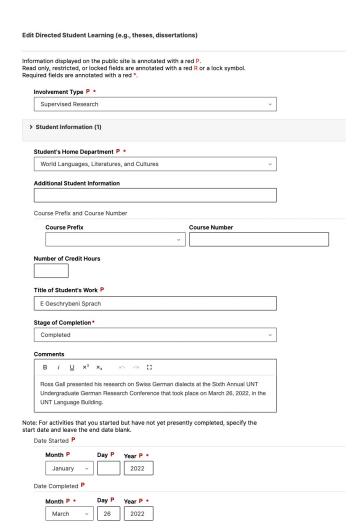|	INVOLVEMENT TYPE	EXPLANATION ...	COUNT ...	STUDENT'S HOME DEPAR...	STAGE O...	MONTH, ...	DAY, DA...	YEAR, D...	MONTH, ...	DAY
☐	Master's Thesis Committee Member		1	History	In-Process	November	17	2022		
☐	Dissertation Defense Committee Member		1	History	Completed	July	25	2023	July	25
☐	Undergraduate Honors Thesis		1	Accounting	Completed	May	5	2023	May	5
☐	Supervised Teaching Activity		2	World Languages, Literatures, and Cultures	Completed	September		2022	December	
☐	Other	Undergraduate Honors Contract	1	Music History, Theory and Ethnomusicology	Completed	January	18	2022	April	29
☐	Supervised Research		1	World Languages, Literatures, and Cultures	Completed	January		2022	March	26
☐	Dissertation Defense Committee Member		1	Music History, Theory and Ethnomusicology	Completed				February	24
☐	Doctoral Advisory Committee Member		1	Music History, Theory and Ethnomusicology	Completed	December		2018	February	24
☐	Undergraduate Honors Thesis		1	World Languages, Literatures, and Cultures	Completed	December	12	2020	April	16

Teaching:
Directed Student Learning (e.g., theses, dissertation)

Enter the information on activities related to directed student learning.
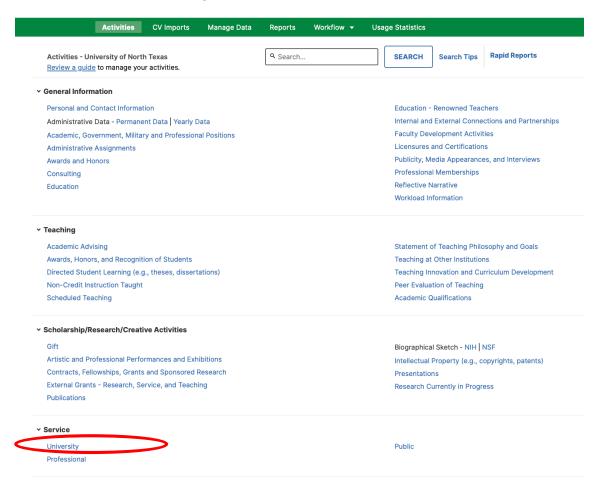In the drop-down menu "Involvement Type" select items such as:

- Undergraduate Honors Thesis
- Supervised Teaching Activity
- Supervised Research
- Dissertation Committee Member
- Master's Thesis Committee Member

Fill-in the required fields "Student's Home Department," Title of Student's Work," "Stage of Completion" (Completed, Proposal, In-Process, Discontinued), "Date Started/Date Completed"

In "Comments" you can provide a brief summary of the activity

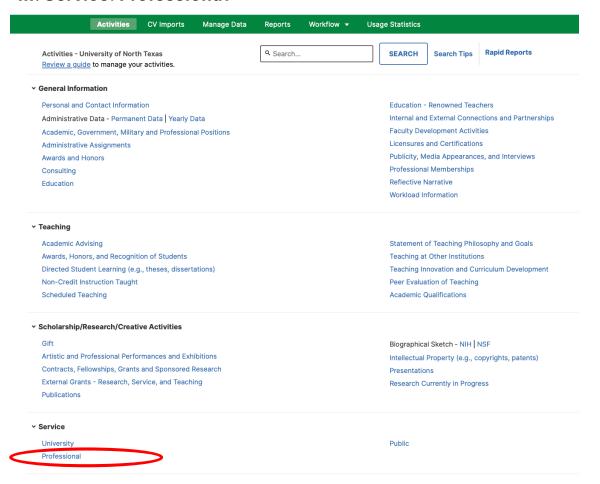# III. Service: University

Service: University

Enter activities related to University Service:

- Select "Service Type" from drop-down menu: Department, Program, College, University, UNT System

- Select "Position/Role" from the drop-down menu such as Committee Chair, Committee Member, → for Committee Secretary, select "Other" and fill-in the field "Explanation of "Other" Role

- Enter the information in the required fields "Committee Name/ Entity," "Institution," and "Start Date / End Date"

III. Service: Professional

Activities   CV Imports   Manage Data   Reports   Workflow ▾   Usage Statistics

Activities - University of North Texas

Review a guide to manage your activities.

🔍 Search...   **SEARCH**   Search Tips | **Rapid Reports**

⌄ General Information

Personal and Contact Information

Administrative Data - Permanent Data | Yearly Data

Academic, Government, Military and Professional Positions

Administrative Assignments

Awards and Honors

Consulting

Education

Education - Renowned Teachers

Internal and External Connections and Partnerships

Faculty Development Activities

Licensures and Certifications

Publicity, Media Appearances, and Interviews

Professional Memberships

Reflective Narrative

Workload Information

⌄ Teaching

Academic Advising

Awards, Honors, and Recognition of Students

Directed Student Learning (e.g., theses, dissertations)

Non-Credit Instruction Taught

Scheduled Teaching

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Teaching at Other Institutions

Teaching Innovation and Curriculum Development

Peer Evaluation of Teaching

Academic Qualifications

⌄ Scholarship/Research/Creative Activities

Gift

Artistic and Professional Performances and Exhibitions

Contracts, Fellowships, Grants and Sponsored Research

External Grants - Research, Service, and Teaching

Publications

Biographical Sketch - NIH | NSF

Intellectual Property (e.g., copyrights, patents)

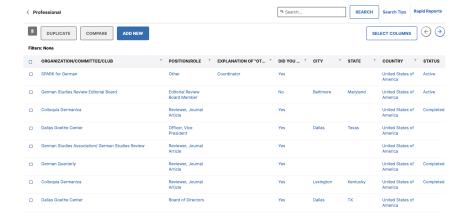Presentations

Research Currently in Progress

⌄ Service

University

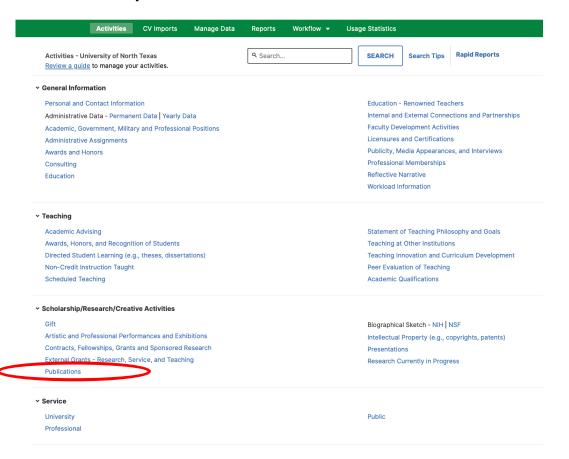Professional

Public

Service: Professional

Enter activities related to Professional Service:

- Select "Position/Role" such as "Reviewer Journal Article," "Officer President Elect," "Officer Secretary," "Editorial Board Member", "Guest Speaker," "Workshop Organizer," "Other"

- Enter the information in the other required fields: "Organization/Committee/Club," "Did you perform this activity as part of your UNT workload," and "Start Date/End Date"

- If applicable, upload "Supporting Documentation"

IV. Scholarship/Research: Publications

Scholarship/Research: Publications

Enter the following information into FIS:

- Contribution Type
- Current Status ("In Preparation," "Not Yet Submitted," "Submitted," etc.)
- Provide indicators of quality if available: Impact Factor, Acceptance Rate, Circulation Rate
- Information on authorship
- Journal Name
- Publisher
- City and State of Publisher
- Country of Publisher
- Volume
- Issue Number/Edition
- Page Numbers or Number of Pages
- Word Count
- Was this peer-reviewed/refereed
- Type of Review: "Blind." Double-Blind," "Editor," "NR," "Not sure"
- Upload "Full-text of this item"
- Enter the applicable information: "Expected Date of Submission," "Date Submitted," "Date Accepted," "Date Published"

IV. Scholarship/Research: Presentations

Scholarship/Research: Presentations

Enter the following information into FIS:

- Select Presentation Type: "Keynote," "Invited Talk," "Paper," etc.

- Select "Did you perform this activity as part of your UNT workload?": "Yes/No"

- Enter information on "Conference/Meeting Name," "Sponsoring Organization," "Location"

- Enter "Presentation Title" and information on "Presenters/Authors" (specify "Role" by selecting the applicable designation)

- Select the "Meeting Type" ("Conference," "Panel," "Workshop," etc.)

- Select "Academic or Non-Academic, " "Scope" ("International," "National," "Regional," "State," "Local")

- Specify the "Country" where your presentation was held

- Select "Invited or Accepted"

- Upload the information on the panel/seminar/workshop you presented at in "Presentation" (PDF copy of conference program, schedule, flyer, etc.)

- Provide the "Website Name" and "Website Address" of the conference/ workshop if applicable

- If the conference was cancelled/postponed, you can select the applicable "Status"

- Enter "Start Date" and "End Date" (follow instructions in FIS)

Edit Presentations

Information displayed on the public site is annotated with a red P.
Read only, restricted, or locked fields are annotated with a red R or a lock symbol.
Required fields are annotated with a red *.
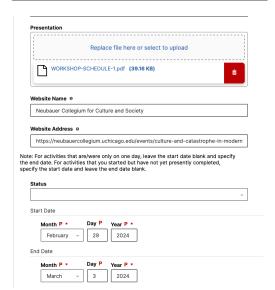
Presentation Type P *
Paper

Did you perform this activity as part of your UNT workload? *
Yes

Conference/Meeting Name P
Culture and Catastrophe Workshop

Sponsoring Organization P
Neubauer Collegium

Location P
Chicago

Presentation Title P *
Berlin's Final Battle as Apocalyptic Spectacle: The Cultural-Ideological Instrumentaliz

Description

> Presenters/Authors (1)

Meeting Type *
Workshop

Academic or Non-Academic?
Academic

Scope *
National

Country P *
United States of America

Was this peer-reviewed/refereed?

Published in Proceedings?

Published Elsewhere?

Invited or Accepted?
Accepted

Abstract/Synopsis

A common cultural response in Western societies to violent and traumatic incidents is to frame them as pivot points in history that would signal a revolution in the predominant social order: hence the recurrence to the term *catastrophe* from ancient Greek dramaturgy, which not only denotes a downward turn but is also related to the concept of *peripeteia*, a sudden change in circumstances. This narrative technique can be observed in Heinz Rein's novel *Finale Berlin* (1947), one of the first bestsellers published in the Soviet-occupied zone, which presents the final Battle of Berlin in April and May 1945 as a catastrophic event akin to the natural disasters of the Lisbon and San Francisco earthquakes. Rein's novel was hailed as a significant literary rediscovery by the German- and English-speaking press when it was republished in 2015 and fully translated into English in 2019. Strikingly, however, the renewed critical evaluation of *Finale Berlin* has overlooked the fact that the author substantially altered the novel's pro-Soviet message after his relocation from East to West Germany in 1953. In the revised edition, first published in 1980, the Russian liberators are portrayed as pillagers and rapists, which throws the clearly defined ideological thrust of the original novel into disarray. The narrative reduction of the experience of yearslong wartime suffering to a cathartic turning point that would usher in the dawn of a free and democratic society is subverted by the sobering historical reality that the breakdown and subsequent reestablishment of the social order has facilitated the return of an autocratic system under a new guise. In states of heightened crisis, the cultural instrumentalization of the term *catastrophe* as a harbinger of renewal and rebirth hinders a critical confrontation with the root causes of war and violence.

Presentation

Replace file here or select to upload

WORKSHOP-SCHEDULE-1.pdf (39.16 KB)

Website Name
Neubauer Collegium for Culture and Society

Website Address
https://neubauercollegium.uchicago.edu/events/culture-and-catastrophe-in-modern

Note: For activities that are/were only on one day, leave the start date blank and specify the end date. For activities that you started but have not yet presently completed, specify the start date and leave the end date blank.

Status

Start Date
Month P * February | Day P * 29 | Year P * 2024

End Date
Month P * March | Day P 3 | Year P * 2024

IV. Scholarship/Research: Contracts, Fellowships, Grants and Sponsored Research

Activities   CV Imports   Manage Data   Reports   Workflow ▾   Usage Statistics

Activities - University of North Texas

Review a guide to manage your activities.

Search...   SEARCH   Search Tips   **Rapid Reports**

˅ General Information

Personal and Contact Information

Administrative Data - Permanent Data | Yearly Data

Academic, Government, Military and Professional Positions

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Education - Renowned Teachers

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Reflective Narrative

Workload Information

˅ Teaching

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˅ Scholarship/Research/Creative Activities

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Contracts, Fellowships, Grants and Sponsored Research

External Grants - Research, Service, and Teaching

Publications

Biographical Sketch - NIH | NSF

Intellectual Property (e.g., copyrights, patents)

Presentations

Research Currently in Progress

˅ Service

University

Professional

Public

Scholarship/Research:
Contracts, Fellowships, Grants and Sponsored Research

Enter the following information into FIS:

- Select "Type": "Contract," "Fellowship, "Grant-Research," etc.
- Enter information on "Title"
- Select "External or Internal" (Internal are grants from UNT)
- Enter name of "Sponsoring Organization"
- Select level of "Awarding Organization is"
- Select "Country"
- Provide additional information on "Investigators" if applicable
- Enter "Amount"
- Upload the "Award Letter" as evidence of fellowship/ grant received
- Select "Current Status": "Currently Under Review," Funded," "Not Funded"
- Select "Research/ Project Status": "Active," "Pending," "Complete"
- Enter the applicable information: "Date/Expected Date Submitted for Funding," "Start Date of Funding," "End Date of Funding"

Edit Contracts, Fellowships, Grants and Sponsored Research

Information displayed on the public site is annotated with a red P.
Read only, restricted, or locked fields are annotated with a red R or a lock symbol.
Required fields are annotated with a red *.

Type P *
Fellowship

Title P *
Suhrkamp Fellowship

External or Internal*
External

Sponsoring Organization P
Deutsches Literaturarchiv Marbach

Awarding Organization Is P *
International

Country *
Germany

> Investigators (1)

Amount P *
$ 2,400.00

Abstract
B *i* U x² x₂

Biosketch

Drop file here or select to upload

Award Letter

Replace file here or select to upload

Zusage_Weber-1.pdf (503.23 KB)

Current Status *
Funded

Research/Project Status *
Complete

Date/Expected Date Submitted for Funding

Month   Day   Year

Note: For activities that are/were only on one day, leave the start date blank and specify the end date. For activities that you started but have not yet presently completed, specify the start date and leave the end date blank.

Start Date of Funding

Month P *   Day P *   Year P *
March   1   2017

End Date of Funding

Month P *   Day P *   Year P *
March   31   2017