

Using dFac: Faculty Data Sheets (FDS)

A faculty data sheet is a summary of some **dFac** data and some **iForms** data. It is specific to each faculty member. For faculty who do not have appointments in your organizations, you will not be able to review their data sheets. Find your faculties' data sheets in **dFac** by choosing "Search My Faculty". On the search results list, click the faculty member's name to display the FDS.

Names

The Legal Name is managed in **iForms**.

The Professional Name is managed in **dFac**.

Position

Positions define the employee relationship with Duke.

Data (org unit, number, title, personnel subarea, and job code) are managed in **iForms**

NEW

Current Appointment Term

A new addition to the FDS, Current Appointment Term (or Appointment Length) applies to Active Primary Appointments.

Managed in **dFac**

Faculty Data Sheet as of 02/07/2022

| Overview | | | | | | | | | |
|--|---------------------|---------------------------|-------------------------------------|-------------------------|-----------------------|-------------------------|-----------------|-------|--|
| Legal Name: | | | | | NetID: @DUKE.EDU | | | | |
| Professional Name: | | | | | | | | | |
| Org Unit | 50000803 | (6860101010) | Cell Biology | | Personnel Subarea | 0009 FAC TEN/TEN TK | | | |
| Position | 51 | ASSIST PROFESSOR | | | Employment Status | Active | | | |
| Job Code | 1547 | ASSIST PROFESSOR | | | Work Country | USA | | | |
| Notes | | | | | | | | | |
| Current Appointment Term | | | | | | | | | |
| 12 months | | | | | | | | | |
| Appointments | | | | | | | | | |
| Start Date | End Date | Type | Title | Job Code | Organization | End Reason | Subtrack | | |
| 09/01/2021 | 12/31/9999 | P | Assistant Professor of Cell Biology | 1547 | 50000803 Cell Biology | | | | |
| Education | | | | | | | | | |
| Degree | Institution | Year | Highest Degree? | Verified On | Notes | | | | |
| Ph.D. | University of | 2016 | Y | 06/16/2021 | | | | | |
| Professional Training and Other Experience | | | | | | | | | |
| Start Date | End Date | Description/Title | Institution | Department/Organization | | | | | |
| Tenure | | | | | | | | | |
| Accrual Start | Latest Notification | Auto Tenure Award | Tenure Awarded | Adjustments | Adjusted By | Notes | | | |
| 09/01/2021 | 08/31/2028 | 09/01/2029 | | 0 | | | | | |
| Named Professorship | | | | | | | | | |
| Start Date | End Date | Named Professorship Title | | | | | | | |
| Addresses | | | | | | | | | |
| Type | Address Line 1 | | Address Line 2 | | City | State | Zip Code | Phone | |
| Home | | | | | DURHAM | NC | 27710 | | |
| Check/Campus | | | P O BOX | | DURHAM | NC | 27710 | | |
| Leaves of Absence | | | | | | | | | |
| Start Date | End Date | Leave Type | Leave Remuneration | Location | Sabbaticals Accrued | Next Sabbatical Accrued | | | |
| | | | | | 0 | 09/01/2027 | | | |
| Forms | | | | | | | | | |
| Form Description | Submitted On | | | Submitted By | | Status | Completion Date | | |
| New Faculty Member | 06/16/2021 | | | | | CLOSED | 06/30/2021 | | |

Tenure

This section only shows for Tenured (TD) or Tenure track (TTK) faculty

Managed in **dFac**

Education

Lists all educations. Must have Highest Degree, but can include all educations.

Managed in **dFac**

Appointments

Faculty specific data that defines their faculty rank. All faculty must have a Primary Appointment. Some faculty have secondary, joint, administrative, or membership appointments. Appointments also have job codes, titles and organizations, just as positions do.

Managed in **dFac**

Addresses

Faculty addresses can be managed by staff in **dFac** or **iForms**, or by faculty themselves in Duke@Work!

Managed in **dFac** and in **iForms**