

Comments from e-portfolio survey (n=102)

Clearly Favorable

Long over due

Every other university where I've worked for 15 years has had this. We are so far behind the times it is unreal. How we justify printing out 1500 page portfolios blows my mind.

Sustainability is part of our mission! Moving away from binders full of paper supports that mission. It is time!

I have used electronic portfolios in the past and they are so much easier to keep updated as you complete items. I think this would save so much paper and time and with good changes in policy, could enhance the promotion process as well as the evaluation process.

In my College we have to convert ALL documents that we include in the portfolio into PDF files and then create a master PDF document with all materials included in the hard copy of the portfolio. My master document was 728 pages long. Therefore, it seems to me that the idea of an e-portfolio is similar to what we have to do. I think it is a fantastic idea. It saves materials. However, the process is very time consuming since one has to convert documents and sometimes they first have to be scanned and saved prior to being added into the master document. It may help if there is a software specifically for e-portfolios. I am sure there is. \ I think that it is very important that both promotion applicants and reviewers are given clear instructions as to how to submit and how to review.

I think this is a good idea.

This is inevitable and a good thing.

This is long overdue for an institution that supposedly "promotes and practices environmental sustainability." Let's get it done ASAP.

E-portfolios would make this process SO much easier!

I support the move to electronic portfolios as fast as we are able to do so. As a comment to the previous question, I hope it will not take three years to transition to an electronic format. Thank you.

It is a good idea

I'm pretty young so e-portfolios sound mostly advantageous to me, unless they are required to be through a clunky or inflexible system that's not intuitive, which would be a barrier to both faculty and reviewers

This change is long overdue.

I'm looking forward to working with 21st century tools. A transition and or support for all are needed. Thanks for asking.

I have none of the concerns in question 2. I have served on peer review committees at FGCU for over a decade and would fully support the use of electronic portfolios for promotion review (from the point of view of reviewer and having gone up for promotion at FGCU in the past).

The sooner the better this would be for everyone. It would save trees!

I have used E-portfolios in my previous place of employment and it was easy to use. FGCU is in the stone ages with paper portfolios. It also is not very kind to the environment. Let's go green with E-portfolios.

Please move to e-portfolios. Also limit the number of pages of narrative

I came here from a university that already had this practice in place. I have reviewed many promotion and tenure files this way too. It is becoming more common.

This is a great move!

e-portfolios are great. Save the trees.

I am 100% in support of moving toward a digital representation of my work as a faculty member. Not only does adopting such platform leverage all the wonders of technology (including easy search functions) but doing so supports our mission as a university dedicated to sustainability. I am a Gen-Xer who is very comfortable in these digital spaces; however, I am more concerned about those who may be less comfortable absorbing the documentation in a digital format. I am sure there will be adequate training for them, but I might suggest a 2nd reader be assigned to all APDRs, at least.
This is a great idea and no real concerns. It should be intuitive and ideally be used for other submissions (not just promotion portfolios). Time to make this change.
I support e-portfolio transition!
Applying for promotion should not cost the candidate anything. Faculty are spending 100-300\$ to have their portfolios copied. We should adopt e-portfolios ASAP, and make them SHORTER. No one should have to turn in 500+ pages to get promoted.
Love this. And, let's keep the material down to the equivalent of 25 pages. This is also helpful because we could require a brief video as well if needed.
This step is long overdue.
Thank you for soliciting faculty input. I fully support a move to electronic portfolios.
Great idea! I would also like to see some limits on the amount of material required for submittal. Good narratives and samples should be enough.
The e-portfolio would relieve faculty of much of the busywork in putting together a portfolio, making it far easier to gather materials in one place. I also favor more streamlined requirements for the portfolio, more in line with other institutions.
I support using an actual portfolio platform to create an electronic portfolio for promotion.
I have experience from another university with e-portfolio and it worked well. I am surprised FGCU is still using such an archaic system.
I used two e-portfolio systems as a reviewer. They are all user friendly.
As a reviewer, I have no concerns about transitioning to e-portfolios. I mostly review the electronic version of the portfolios now. I recently submitted a portfolio, and thought that it was a good learning experience to make the best electronic version of it as I could. It is not a hardship to learn new software to construct an e-portfolio.
As a University that promotes sustainability it's unthinkable that we haven't adopted e-portfolios already. The flexibility of what can be included in an e-portfolio is immense in comparison to a paper portfolio.
I think e-portfolios are long overdue- and page limits.
Used digital measures at a previous institution. great product and the transition was easy, though there was a slight learning curve. Having individuals in each department trained to be super-users and to mitigate errors was very helpful.
The above are all good questions and I am glad that the administration is asking them. As a University that values sustainability and preservation of environmental resources, I believe this is the appropriate move forward.
Please do this. 100s of pages of paper is just ridiculous. Buy a site license for Adobe Pro. It is then easy to make this work.
Great idea on the e-portfolio!
As indicated, many institutions in Florida and outside Florida are already using e-portfolios. FGCU is once again behind the trend and playing catch up on reasonable adjustments that benefit everyone. I am concerned about a recent email that indicated FGCU administration 'intends to bring this to the bargaining table during the current CBA open book negotiation cycle'. Moving to an e-portfolio should not be used as a cheap bargaining tool to secure leverage over non-related items. An e-portfolio would benefit administration and faculty alike, and would move FGCU in the right direction to slowly catch up to what other institutions have now been enjoying for several years. This is not a bargaining chip and shame on administration to use it as one.

I'm all in. We need to go online to streamline the process for faculty and for administrators/review committees, and we need to live up to our commitment to sustainability by saving all the paper that we currently waste.
I believe e-portfolios will make the promotion process less cumbersome.
E-portfolio approach aligns well with FGCU's sustainability goals.
Clearly Unfavorable
This is serious. It needs paper.
There is an intangible feeling of satisfaction about assembling, holding, and having a physical artifact of my work.
Additional Questions
What about privacy issues?
The focus of the above questions may answer this, but will this platform require a specific format? And if so, will it be tailored for each track: professor, instructor, and advisor? I would imagine that a specific format would benefit reviewers, but may hamper those not on a professor track.
Will there be time allotted in my work schedule to do the training?
Will there be flexibility or standardization in the types of materials that can be uploaded? Will e-portfolios completely remove the paper copy requirement? How will the e-portfolios be stored and secured? Who will have access?
Will there be a mechanism to include items in a non-electronic format if necessary (i.e., not able to submit in an electronic format or electronic format cannot provide adequately thorough assessment).
Would it be in PDF or on a different software?
Will I be able to make a face-to-face presentation if I find it necessary?
In addition to video, electronic portfolio platforms should support audio sound files.
That last one is outta left field. Sure wasn't a concern until you brought it up. You're literally suggesting we might have to pay just for the opportunity to get promoted? How complicated does this need to be? A pdf doesn't suffice?
Will artists and other faculty for whom a virtual option doesn't suit have an alternative submission method?
How do we keep these private and secure? Does this allow for feedback to the faculty on their submission?
Why not just use the electronic copy we currently supply with the paper copy?
Will all the on-campus computers be compatible and have the necessary software/hardware?
Will the criteria for promotion be clearer?
Many e-forms currently in use rely too heavily on check boxes and preformatted templates. Will this allow sufficient flexibility to be efficacious across all colleges/disciplines?
Would we have to do both a physical and electronic version?
Will the size of files—including "paper"/copies, PDFs, and electronic files such as videos—be limited? What happens if the system crashes? That is, Is the system built to operate without crashing for an onslaught of portfolios during key times? What training will faculty receive about how to back-up the portfolio in case the software crashes or has a glitch? Will there be a consistent format, subheads, etc. to guide faculty? What happens if I include a hyperlink in my portfolio that doesn't work, especially if it's crucial to the overall review process? Can I copy and paste from Word, Excel, PPT, etc. into

the portfolio software? Or, can I run the MS Word Suite in the software to create documents, tables, graphs, etc.? Will my information be secure? Will I have long-term access to my submitted portfolio?
Observations/Comments
I heard lots of universities are using Digital Measures.
Please just require a pdf version. No new websites, no trainings, no third party that has to upload it for you, no new "software," just allow us to e-mail a pdf to the Provost's Office or submit it to a canvas course for promotion. No transition period is needed, this is already a very dated way of doing this. Also, don't require or "prefer" hyperlinking the table of contents, if you want to find something use the find feature.
No cost should be borne by the faculty - that would be like making a miner buy their own mine cart. It is clearly only used for work so it should be employer-borne.
It should be used an optional method, instead of forcing everyone to use it, at least initially. Some feel e-portfolios makes the promotion process easier while others may take it as an additional burden.
We all need Adobe Pro. Then it is easy. Even old fools like me can figure it out.
Faculty should be able to submit electronic portfolios in their format of choice rather than being required to use special software or a specific platform.
Anything to move forward a more uniform promotion process. Getting exhausted with nebulous standards.
I have heard that digital measures is being considered. I have used this system in the past and it is SO CLUNKY! I would object to using this system for promotion reviews.
This new process needs to be easier and more streamlined than the old process, which I have been through. There are already so many hoops that we have to jump through when submitting a portfolio, there is reason to be concerned that this will make an already arduous process even more difficult. In theory, it would be great to have this done completely online, but given how nit-picky the guidelines are already, it's not fair to make the process even more unnecessarily complicated. The goal should be to ensure that faculty are meeting or exceeding the expectations (by being educators and mentors who also produce scholarship and perform service), but the process has become more about who can pull together a "good" portfolio, rather than who is deserving based on their performance as a professor, mentor, scholar, member of an academic community, etc. It would be a shame if this new process exacerbated these already-present issues.
None at this time
Make the platform user friendly.
Let there be an option to include hard copy materials that can't be adequately represented in an e-portfolio (copies of books, for example)
I searched several programs when organizing my portfolio. I got no response from the department chair and IT sent me on a wild goose chase. Since most or the people viewing these portfolios are not computer techs i believe them will have a hard time using the software.
1. Ideally an infrastructure like this should accomplish multiple evaluation objectives. I envision a platform to which we upload material all year long, and then extract for Annual Reviews. Additionally these submissions would then eliminate the Colleges (and departments) from bombarding faculty for these sorts of metrics regularly. If it's all there, then Deans can access when compiling accreditation reports. 2. If above platform is created, the contents should belong to the faculty and we should have the ability to have the material available to us at our discretion. Whatever PDFs and files are uploaded should be available for faculty to download. This could be a benefit to faculty who need to access past articles, conference programs, etc. for grant or award applications. 3. Regardless of college reorganization, it is unlikely that the university can escape the need for a faculty narrative in the promotion process. Even within departments the diversity of specializations requires faculty to explain the scope of their work to their peers. So if the university is doing this to avoid reading promotion narratives, good luck. 4. If used, the process and platform, should take LESS time than the traditional paper

<p>copy. Otherwise there's no motivation for faculty to transition. So far this has not been identified. But I believe if there is a way to do this that is factually quicker than a hard copy, this initiative can succeed.</p>
<p>There should be flexibility for faculty in the platform they chose. Some faculty might want to simply put all of their files on a USB drive in organized folders. They should be allowed to do so. Different colleges may also have software they use for accreditation that has an e-portfolio component. Those colleges should not be forced to transition. Faculty need the freedom to do what showcases their work the best in their opinion. The flash drive options should be open to all who chose to use it.</p>
<p>I am concerned I will do a lot of work and then be denied promotion. I wish the promotion process was more streamlined and not biased.</p>
<p>No concerns.</p>
<p>1. Training takes more of our time. we spend enough time working and preparing portfolios (it is a miserable and difficult process) why do you want to add even more work to it. 2. will the platform work in nay computer and anywhere? who will fix when I have a problem at 10pm (the time when I work in this kind of project). 3. having it electronic means that there wont be paper et al? will we be able to use whatever software we want then down load it to whatever platform we have to use? 4. I jut think its more work and more for us to learn and do. and why don't we wait until the pandemic is over to start this process. don't we have enough on our plates?</p>
<p>It would be good to leave the choice of software up to the faculty for example if someone wants to use Adobe that should be fine. Instead of choosing one software and saying everyone has to use it, train for it etc. As long as the result is a pdf or other acceptable format it should be fine to use whatever we want.</p>
<p>It would be helpful if the software is available on a permanent basis, so we are not trying to add everything at once when coming up for promotion. It does not need to be required for annual reports or award portfolios, but it would make the promotion process easier if the same software could be used throughout and we have access to the platform at all times to build the record each year on the path to promotion. A bigger, overarching concern is the size of the portfolios. Having to submit a physical copy may be the only limiting factor for some folks. If we move to this format, it would be a good time to establish exactly what will be reviewed and what is unnecessary "filler" that leads to 1000+ pages of material to review. But the only way that will work is if faculty can trust that each level of the review will abide by the official requirements and not some arbitrary, invented criteria, as was frequently done previously.</p>
<p>Currently, not everyone has access to the professional version of Adobe Acrobat. This version is necessary to create a full e-portfolio. Or some other similar program would be required to create a full e-portfolio. This is my biggest concern. Beyond this concern, I have concerns about the faculty & administration reviewers being able to access & properly use the e-portfolio. This is very important.</p>
<p>My primary concerns have to do with how this would affect the review process, including the role of peer review and support committee. It's not at all obvious to me that this will give faculty and staff a better chance to make their case for promotion in a clear and compelling manner. Additional worries I have would concern the ability to capture the full range of relevant activities if the e-portfolio resembles the sort of pre-processing forms (like tax documents, medical history paperwork, etc.) that are designed to ensure simplicity by eliminating variety, context, personal judgment, etc.</p>
<p>As someone who has served on the CAS PRSC for 12 years, my chief concerns are security of the e-portfolios and the ease of use of them--we need to have active tabs and links for the documents to make the navigation manageable, and a system which is very friendly for uploads of a wide range of supporting materials (including video, audio, image files especially for those in the arts). It's about finding the proper software. Canvas is NOT the answer.</p>
<p>If e-portfolio is adopted, it should also be used for annual PDP, APDR, etc.</p>

I hope that, if electronic portfolios are adopted, this will be done in a way that does not take a lot of faculty time to figure out how to complete it. Some are tired of having to attend trainings to learn how to do what we are required to do, because this takes time away from more meaningful responsibilities. Thank you for asking about our opinions.
Training on how to submit an e-portfolio is most important.
No concerns
Previously, I could not get Adobe Acrobat from FGCU, as they only had a certain number of licenses. If we move to electronic portfolios, there will need to be significant investment in software and training. I'd hate to say that I'm in favor of something like this before software and training are available. If they don't materialize, the burden may prevent some who are worthy of promotion from getting promoted.
By 'easy to use' I would expect the e-portfolio can accommodate files in any format I may prepare them - i.e. regular word-processing that I would do at my desk, then upload to the e-portfolio - rather than filling out multiple separate boxes/submittal items, as some of our on-campus systems now do. A portfolio that is assembled by filling in e.g. line after line of personal identification information, items from my CV (education, length of service, separate lines for each previous position, etc) - is absolutely terrible in its level of time consumption. That is the format increasingly used for many of our current procedures: applications for PDFG, student research funding, etc - and it is maddening, many hours spent per unit of value delivered. Please allow applicants to upload full pages of pre-prepared CV rather than multiple filling in multiple individual boxes.
Survey is extremely unclear. It suggests but never states that the electronic portfolio will be done on a specific platform. We need to know more before deciding!!!!!!! If it is specific software or an online platform, then I most likely very much oppose it. However, if it's just "upload a PDF", (or multiple) then I very much support this. Paper portfolios are terrible, but POSSIBLY not as terrible as if it were built on Canvas, for instance, or using any online forms that destroy formatting and make inserting images any more complicated than cut and paste, like most of those used around this school.
There will always be the possibility that a piece of work by a faculty member cannot be digitized. E.g. I submitted a print copy of my book so that the committee could see it, but I was unwilling to release a pdf version. We should have a clause that allows non-electronic materials where they are appropriate and essential to the faculty member's evaluation.
Cost wasn't a concern previously (before I took this survey), but it should be 100% free. You shouldn't have to pay to apply for promotion. Make sure that PDFs that already have links within the document are still usable. Please don't restrict us to Word documents only.
There should be wide flexibility in how this is implemented. Faculty who want to just organize their files on a flash drive should be allowed to do so. Colleges that use software for accreditation purposes that has an e-portfolio component should be allowed to continue using their software. No single software should be imposed on all faculty and all colleges.
Please kindly make sure that e-portfolio supports diverse portfolio across all disciplines and it is a secure platform among other things.
It would be logical to think about linking the promotion portfolio to the yearly APDR, to reduce the waist of time of having to redo a portfolio stating the same things.
I have two majors concerns, which I have already expressed twice to Faculty Senate this year when asked about this. (1) As someone who serves as a reviewer of portfolios for my college, there is a general agreement that electronic portfolios take much longer to read. This committee already requires about 8-10 hours of work per week for about seven weeks. I can't imagine it taking longer. (2) If an E-Portfolio is a template into which one plugs in information to construct their portfolio, this is a huge, substantial shift in the culture surrounding promotion at FGCU. Faculty have always been encouraged to find whatever form for their narrative and for their portfolio that they think allows them to put themselves into the best light. Expectations about format have been minimal, and the emphasis has been on a self-designed narrative and a self-designed portfolio. If an E-Portfolio is

adopted for whatever reason, it is really, really important that it allow for the faculty to have as much creative input into the organization of the narrative and the portfolio as they had before.
I think all staff and faculty at the university should have access to Adobe Pro. I used to have my own version when AETS was still around but with my license was tied with my old machine and when the new machine got ordered, it went away despite trying to get it stick to the new machine with the assistance of IT. I am using Adobe Pro 7 which I bought a while back and use it nearly every day. This would facilitate the making of an e portfolio. ALSO, keep in mind that with the reforms that our Provost is willing to implement, it might be easier to put together. Just a thought. Thanks.
It would be nice if Canvas or an existing platform (MO Office) could be used for this purpose. It is difficult to have to learn another platform for this purpose.
My former employer up north transitioned from paper format, to e-forms, then eventually e-portfolios. The transition for faculty and reviewers will need to incremental and plenty of training/supports needed to be provided along the way.