Presented by TCU Faculty Affairs

WATERMARK FACULTY SUCCESS: FACULTY TRAINING

INTRODUCTION & OBJECTIVES

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- An Overview of Our Path to Watermark

- Faculty Annual Report

- Login Access

- Getting Started

- Guidance & Helpful Tips

- Additional Resources

AN OVERVIEW OF OUR PATH TO WATERMARK

Analog Annual Reports → **Interfolio Faculty180** → **Platform Review Process** → **Watermark Faculty Success**

Analog Annual Reports
- Initial annual reports were paper
- Progressed to digital PDF submitted via email

Interfolio Faculty180
- TCU's first faculty information database
- Limited capabilities
- "À la carte" products
- Slow or lacking response from technical support

Platform Review Process
- **Spring 2024:** Reviewed 9 faculty database & workflow products
- **Summer 2024:** Demos of 4 promising platforms for representatives from each college, Faculty Senate, Institutional Research, and IT
- **Fall 2024:** Watermark sandbox with 9 faculty and staff
- **Spring 2025:** Watermark demos for Provost Council and any faculty and staff

Watermark Faculty Success
- TCU's new faculty database & workflow system
- Enter information to use in multiple ways
- Products interoperate to lessen manual entries by faculty
- Offers option to use information in Faculty Success to create CV and arrange in preferred order

Upcoming Watermark Products

Web Profiles – TCU faculty listings centrally located website. Faculty will have options on the information shared.

Career Pathways – Career management tool for faculty. Provides timelines and milestones for Review, Promotion and Tenure

FACULTY ANNUAL REPORT

- Calendar year report

  - January 1 – December 31, 2025
    Teaching & Service

  - January 1, 2023 – December 31, 2025
    Research & Creative Activity

- Due Thursday, January 15, 2026, 11:59 pm.

- Completed entirely within Watermark's Faculty Success module.

- Faculty must complete the annual report to be considered for merit increase.

- Separate from Promotion and Tenure process.

LOGIN ACCESS

Log in to Watermark Faculty Success:
provost.tcu.edu

TCU Office of the Provost

HOME   THE OFFICE ⌄   INITIATIVES ⌄   FACULTY AWARDS ⌄   FACULTY RESOURCES ⌄   NEWS AND COMMUNICATIONS

⌂ › Office of the Provost › Faculty Resources › Faculty Annual Reports

Faculty Annual Reports

Deadline for Faculty Annual Reports is January 15, 2026, 11:59 p.m.

Regular, full-time faculty members are required to submit annual reports, which are used to formulate recommendations for merit-based salary adjustments. All Faculty Annual Reports must be submitted through **Watermark Faculty Success**. Your previous information from Faculty 180 was transferred into Faculty Success, with the exception of any attachments.

Read more about Faculty Success features and benefits here.

Watermark Faculty Success will launch on Nov. 20. Click the link below to log in on that date and after.

Faculty Success Login

ADDITIONAL LOGIN OPTIONS

SSO URL:

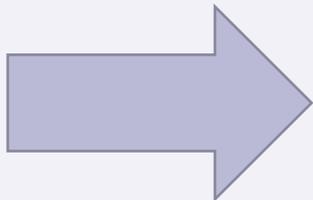https://login.watermarkinsights.com/connect/texaschristianuniversity

Select "Watermark" tile to initiate SSO prompts
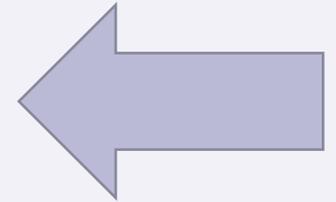
My.TCU.edu:

Select "Helpful Links"

"Watermark Faculty Success" will appear on menu
(Faculty180 is accessible here)

GETTING STARTED

1) Check your faculty information in My Profile.

2) If you are returning faculty, review, verify, and correct imported information.

3) If you are new to TCU, you can import your CV.

GETTING STARTED

1) Add **Teaching & Service** activities for January 1 – December 31, 2025.

2) Update **Research & Creative Activities** for 2023, 2024, and 2025 (if applicable).

GUIDANCE & HELPFUL TIPS

- Run Annual Report for review after completing updates

- On your Home screen, in the upper right-hand corner, you can use the "Help" icon to access Watermark resources or "Review A Guide".
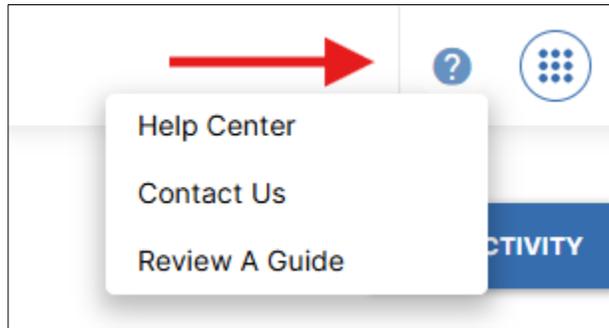
- CV Imports
  - Only use this feature to add new information to avoid duplicates
  - Use Microsoft Word to remove special characters in CV before importing

ADDITIONAL RESOURCES

- Check Provost web page for updates: (scan QR Code)
  - Faculty Success Login
  - Zoom recording of November 20th training
  - CV Imports – link to instructions
  - Faculty Essentials – link to Watermark's Faculty Success guide
  - Frequently Asked Questions (FAQs)

- Visit TCU Calendar and search "Watermark" for available Training Sessions (in-person, virtual, & office hours).

- Need assistance? Email Watermark@TCU.edu for support.

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Q & A

Thank you!