

Using the Nashville State Online Faculty Roster:

You can access the FTCT in several ways: directly from the NSCC web site, from the CD menu on the left, or from the documentation linked to Comprehensive Standard 3.7.1.

1. To view the Roster for individual faculty members, input your User-ID and PW, log into the roster and then either:
 - a. Click “view” beside last name of individual faculty member
 - b. Key last name into “search for faculty” box and click on “view” beside that faculty member’s name
 - c. Click on “faculty by program” box, then select an individual and click on “view”
2. If a faculty member’s degree is not in a teaching field, click on “graduate hours in discipline” to see a list of courses in the teaching field.
3. Click on the faculty member’s name in the Roster to view the Portfolio. The portfolio lists documents included in the individual’s personnel file. There are direct links to some documents, in cases where the justification for qualifications is other than the transcript.
4. Click on the Course Name in the Roster to see course outcomes.
5. Click on “Qualifications” to see a matrix linking course outcomes to qualifications.