

How to View Faculty Assignments in Employee Dashboard

- 1) Log in to pipeline.sbcc.edu
 - a. Enter Username and Password
 - b. Select Login

SBCC PIPELINE LOGIN

Coronavirus (COVID-19) and Campus Operations Information and Updates
[Updates on Campus Operations](#)

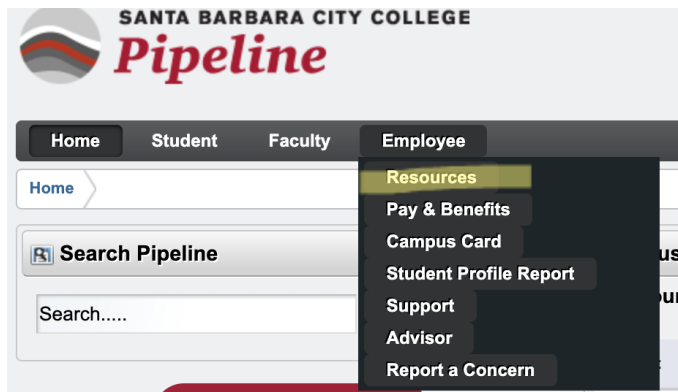
Username

Password

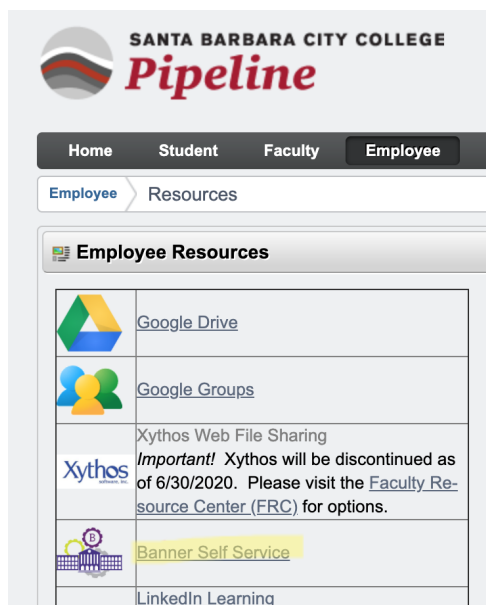
SBCC

Login

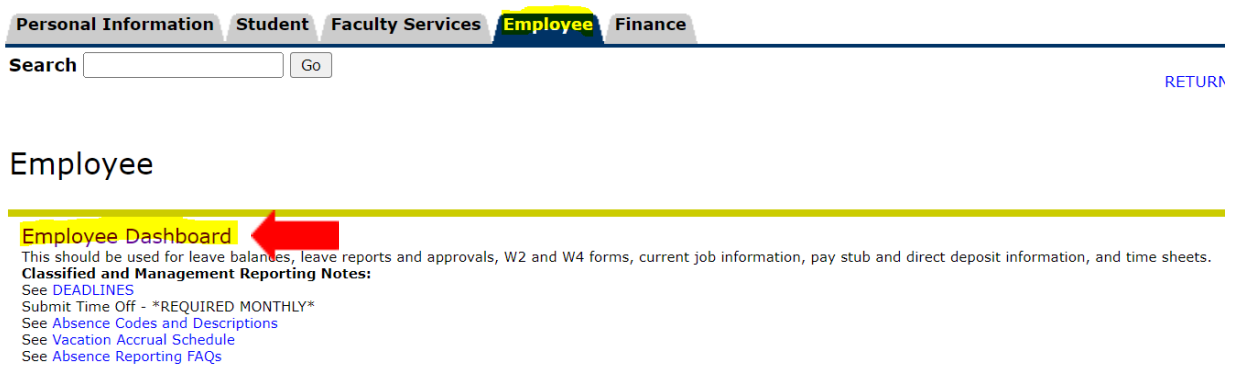
- 2) Once you are in the Pipeline Portal, select Employee then Resources



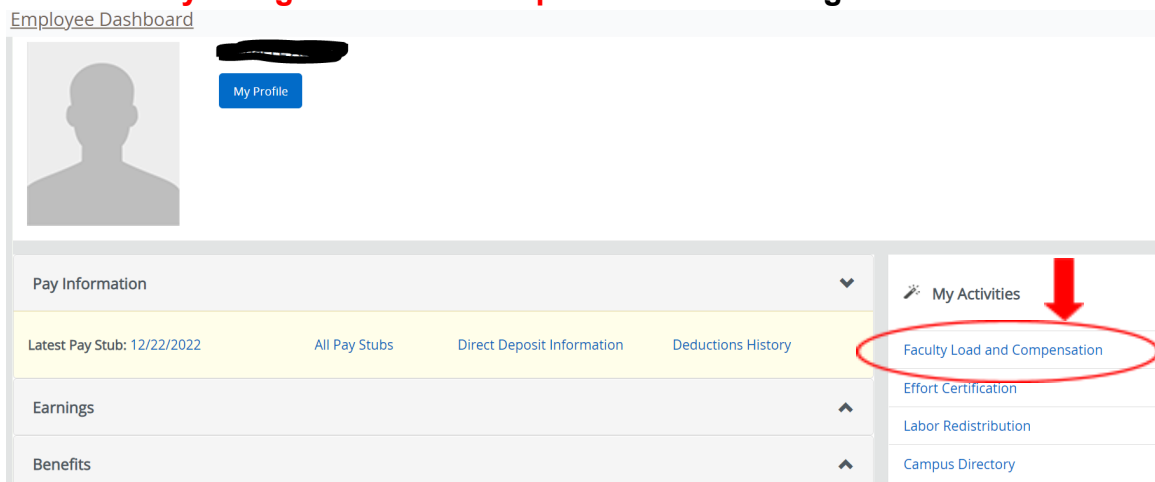
- 3) On the next screen select the link for Banner Self Service



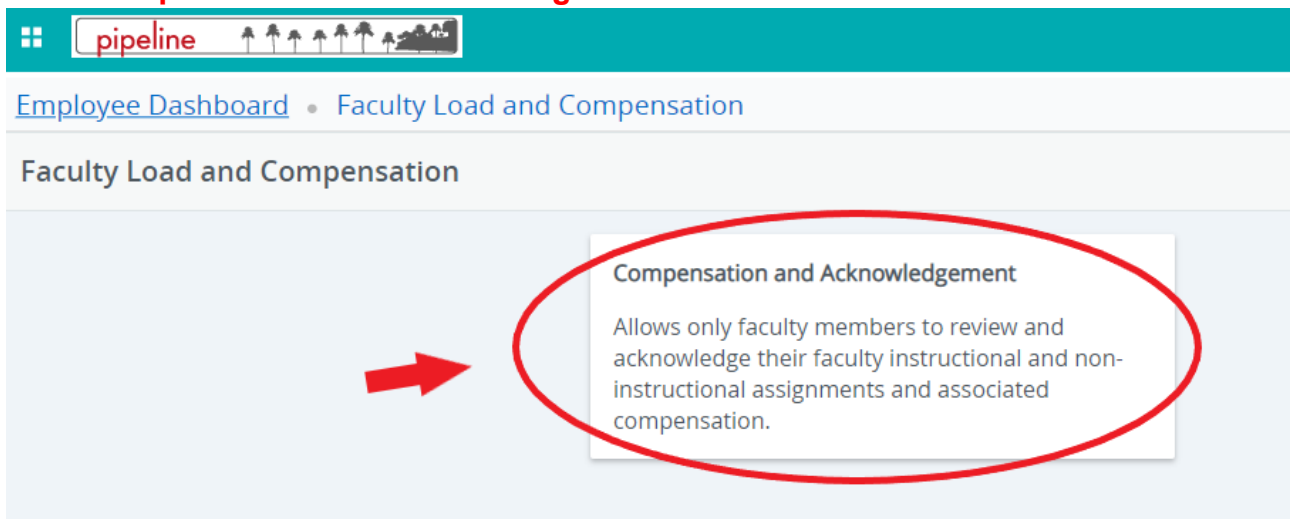
- 4) You are now in Banner Self Service! Make sure you are in the employee tab
a. Click **Employee Dashboard**



- 5) Click **Faculty Assignment and Compensation** on the right.



- 6) Click **Compensation and Acknowledgement**



7) Select the term and click “Go”

pipeline

Employee Dashboard • Faculty Load and Compensation • Compensation and Acknowledgement

Compensation and Acknowledgement

Select desired Term and the Go button. To acknowledge your review of this information, select the checkbox next to Faculty Acknowledge this page: Select the icon next to Contract Notes to view the Contract Notes window. Select the icon under Subject and Course to view the Co Calculation Page. Select the link on the Work Load number to view the workload calculation. Insert and view previous comments.

Name and ID:
[Redacted]

Term *
202315 - Summer II 2022

Go

8) On the next screen, *carefully* review the teaching assignments for accuracy. If there is an error, send an email to **your area Director/Dean AND Admin Assistant** for corrections. They will notify you when the revision has been made.

9) You can export your compensation information into Excel by clicking on the **Download Compensation Data** button.

Name and ID:
[Redacted]

Term *
202330 - Fall 2022

Go

Download Compensation Data

CI9942-02 SEL OA CREATIVE ADJ. LAB

Faculty Acknowledgment:

Acknowledgment Date:

Organization: 3605, SEL Older Adults Courses

Contract Note: [blue paper icon]

Contract Type: 09 - NC SEPTEMBER PAYMENT

10) ALSO Read the **Contract Note** by clicking on the blue paper icon.

Name and ID:
[Redacted]

Term *
202330 - Fall 2022

Go

Download Compensation Data

CI9942-02 SEL OA CREATIVE ADJ. LAB

Faculty Acknowledgment:

Acknowledgment Date:

Organization: 3605, SEL Older Adults Courses

Contract Note: [blue paper icon]

Contract Type: 09 - NC SEPTEMBER PAYMENT