**DEPARTMENT CHAIRS’ ACCESS TO VARIOUS SYSTEMS**

Department Chairs have access to and are expected to acknowledge/approve items in the following TCNJ systems:

* PAWS for course scheduling and other functions
* Budget web reports
* MAPS (approve procurement card purchases and purchase orders)
* Travel requests
* Various reports on the R-drive
* Departmental websites in Wordpress
* eGrants
* Online student feedback summary sheets in PAWS for all instructors in the Department
* SOSA applications in Vibe