

ACTIVITY INFO FOR FACULTY ANNUAL REPORT

I. Teaching

Present evidence of accomplishment in teaching such as: pedagogical materials, including course syllabi and lecture outlines; unique and innovative approaches to teaching; results of student evaluations; letters of citation from colleagues or others who have visited your classes, observed your teaching in other ways, or taught the same students in subsequent courses; and the record of success of former students in graduate and professional colleges and in subject-related careers. Briefly describe your role in advising activities, including number of advisees and procedures you used. List teaching honors, grants, and awards.

II. Research/Scholarship

Research

Present evidence of research activities such as: production of new knowledge; increased problem-solving capabilities, including such activities as design and analysis; original critical or historical theory and interpretation; or to the production of art or artistic performance. List completed research attainments in proper form. If in progress, include planned completion dates.

Scholarship

Present evidence of scholarly activities such as: completed graduate or post-doctoral programs; research activities in defined areas leading to participation in and publication of books, articles, reviews, and professional papers; creative works of literature, art, or invention which result in publications, exhibits, and patents; and/or the receipt of professional honors, grants, and awards. List completed scholarly attainments in proper form. If in progress, include planned completion dates.

III. Professional Activity

Professional Affiliation

Present evidence of membership, committee service, and offices held in professional organizations and experience in organizing, assisting, and presenting conferences, workshops, and seminars in your discipline. Professional consultation and practice, travel related to your field of teaching and research, and recognition of achievements to your peers through professional certification, honors, grants, and awards should also be provided. Voluntary and philanthropic activities related to your discipline or area of expertise may be included as may evidence of personal developments signifying professional growth and participation in organized professional activities in your academic field.

Professional Development

Present evidence of continuing education, professional growth gained through outside employment, in-service activities held by institution, attendance at conferences, courses, seminars, workshops, and arts events.

IV. Service

University Service

Provide evidence of service to the university in such capacities as faculty governance, department, college, and University-level committees, administrative assignments, sponsorship of student organizations, and other University-related activities.

Professional Service

Provide evidence of service to groups, agencies, and institutions “external” to the University. In general, professional service should result in promotion of University objectives through public service to individuals, groups, or agencies through public speeches, lectures, consulting, and other participation.

Supplementary Information

- State any special conditions or circumstances which should be given consideration in this evaluation.

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NAME:

DATE :

General Instructions - - Please review contributions and activities during this past academic year in narrative format.

CONTRIBUTIONS TO TEACHING

1. Classroom innovations, new courses, revised syllabi, unique experiments, etc. developed during this academic year.
2. Advising (Briefly describe your role in advising activities including number of advisees and procedures you use.)

RESEARCH, SCHOLARSHIP AND CREATIVE WORK ACTIVITIES

1. Professional publications or works in process. (Please list in standard bibliographic form books, articles, reviews, and professional papers or presented during this academic year.)
2. Research
3. Professional associations (meetings attended, memberships, offices held).
4. Professional growth (activities within past year including progress toward fulfillment of any educational commitments made to the university).

SERVICE

1. University (committees, leadership positions, student oriented activities, accomplishments including a statement of self-evaluation of performance).

2. Professional (public speeches and lectures, consulting, participation in organizations and activities).

OTHER ACTIVITIES (Please list)