

Annual Faculty Report

The following form identifies areas to be summarized in reporting your activities to your Department Chair I] OE š } OE and Deaemo lat. This report should encompass all activities completed during the current academic year (summer through spring semesters) and in conjunction with all student course evaluations will be used as part of your annual review. Copies of this report are due in the offices of your chairperson I] OE š } OE and Deaemo lat than March 1st.

Name

Department

Academic Year

Current Rank

Year Rank Granted

Year Eligible for Promotion

Tenure

Year Tenured

If not Tenured,

Year Eligible for Tenure

1. Teaching Activities

List all courses taught, new courses developed, and supervisions of any independent studies, cooperative education projects, internships, honor theses, or research reports and other activities related to your teaching responsibilities.

2. Committee Service, Advisement Responsibilities, and Administrative Duties

List all committee memberships, advisement responsibilities, and administrative duties and other service to the University.

3. **Professional Development**

List all professional development activities including grants, publications (clearly identify publications in refereed professional journals), research projects, presentation of professional papers, participation in panel discussions, juried shows, exhibits, music performances, creative activities, and attendance at conferences, workshops, seminars, and symposiums.

4. **Community Service**

List all community service related to the mission of the University.

5. **Plans for Next Year**

Please comment on your progress toward last year's goals and plans for next year, including courses you would like to teach, new courses you would like to develop, service assignments you would like to have and your plans for research and creative activities.