

College of Arts and Sciences
ANNUAL FACULTY RECORD UPDATE

Date: Jan. 1, _____ to Dec. 31, _____

Name _____ Department _____

I. Teaching – courses taught during past year:

<u>Spring Semester</u> ()			<u>Fall Semester</u> ()		
<u>Course</u>	<u>Class Hrs/Wk</u>	<u>No. of</u>	<u>Course</u>	<u>Class Hrs/Wk</u>	<u>No. of</u>
<u>Number*</u>	<u>for this Course</u>	<u>Students</u>	<u>Number*</u>	<u>for this Course</u>	<u>Students</u>

Summer ()

Theses/dissertations completed or in progress under your direction this year:

<u>Student Name</u>	<u>Title of Thesis</u>	<u>Master</u>	<u>Ph.D.</u>	<u>Completed</u>
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Total number of current graduate supervisory committees (indicate Master/Ph.D.):

Member only: _____ Reader: _____ Supervisor: _____

Curriculum Improvement – Examples might be developing new courses, major revision of existing course of department curriculum; new instructional approaches, etc.

Advisees (number): Undergraduate _____ Graduate _____

Special Responsibilities:

II. Research and/or Creative Activities during Past Year

Published research (books, monographs, chapters, articles, reports, reviews); creative/fine arts accomplishments (performances, exhibitions, productions directed). Include items accepted for publication with appropriate documentation. Indicate whether publications are refereed.

Research or creative activities in progress including ongoing grants/contracts and items submitted for publication but not yet accepted:

III. Applications for grants, contracts, fellowships, leaves (give agency, brief title and amount awarded if any)

IV. Other Professional Activities during Past Year

Meetings attended and your role at them (if paper presented, provide title):

Professional organization activities (indicate specific offices, editorships, committees, etc.):

Awards, honors, other professional activities such as paper or grant refereeing during past year:

Professional development activities (e.g., workshops, etc.):

V. Administration/Committee or Service Assignments during Past Year (List department/school, college and university responsibilities. Indicate nature of your involvement and responsibilities.)

VI. Other Activities during Past Year (Include off-campus instruction; special services to state, university, college, e.g., alumni relations.)

VII.

*Indicate courses taught for first time. Also, list Independent Study Courses.