

College of Visual and Performing Arts
FACULTY ANNUAL REPORT TEMPLATE
September 2010—August 2011

The goal of this template is to help ensure consistency of reporting so that chairs and the Dean can conduct an accurate assessment of faculty performance. The format, if followed over a period of time, will also help faculty members organize materials for renewal, promotion, and tenure dossiers and other purposes, such as the annual University Research publication. This template is designed with efficiency in mind, but is not meant to be limiting in scope. Please respond to the following points as completely as you can, bearing in mind that this is not meant to be an annual re-creation of your dossier, but rather a snapshot of your current activities.

I. TEACHING

- a. Classes taught, enrollments, additional significant information (e.g., new courses, innovative pedagogies, independent studies, etc.)
- b. Advising and Mentoring: number of students assigned as regular advisees, student projects advised or mentored, other significant advising work (e.g., BIS/BAIS/MAIS advisees, internships, etc.)
- c. Student Evaluations: please attach copies of numerical summary sheets of student evaluations. You may also attach copies of unsolicited comments.

II. CREATIVE AND SCHOLARLY ACTIVITIES

List and briefly describe your significant creative and scholarly activities for the year, e.g., performances, exhibitions, publications, commissions, presentations, etc. Please be specific as to dates and venues.

III. SERVICE

- a. School/Department/Program
- b. College
- c. University
- d. Professional and/or Community

IV. INTERNATIONAL/GLOBAL ACTIVITY

- a. Courses taught
- b. Invited Lectures/Presentations
- c. Performances, Exhibitions, Commissions

V. SELF-ASSESSMENT

As an example: Discuss your year's work in the classroom, in the College and University, and in the professional arena, reflecting on achievements and/or frustrations as appropriate. Consider future directions for your teaching and/or your creative and scholarly activities. Share aspirations and plans. This is, however, an open-format item, so feel free to answer in your own way.