

FACULTY ANNUAL REPORT

Report period: January 1, ____ thru December 31, ____.

Name: _____ Current Title: _____

School/Department: _____ Tenure Status (circle one): non-tenure-track or tenured or tenure-track

A. SUPPLEMENTAL EDUCATION:

List degrees completed during the previous year; list any courses taken or workshops or institutes attended.

B. TEACHING and ADVISING ACTIVITY:

List all graduate and undergraduate courses taught (as well as tutorials and independent study supervised) during the past year, including summer school and professional development courses taught or institutes conducted (whether at Yachay Tech or elsewhere).

Semester	Course Title	Course Type (Classroom, Laboratory, Field/Practicum)	Hours per week

Estimate the average number of hours per week spent advising students (outside of the classroom): _____

Graduate and Undergraduate Research Projects Directed:

Student Name (indicate graduate or undergraduate status)	Project Title (or brief description)	Faculty Role (Major Advisor, Committee Member, etc.)	Actual (or Anticipated) Graduation Date

Summary of Student Evaluation of Teaching (include summary chart and, if desired, a brief narrative).

Noteworthy accomplishments in teaching and advising (include curricular development, assessment activities, improvements to courses or laboratories taught, and any other teaching-related noteworthy activity accomplished during the reporting period):

C. RESEARCH AND PUBLICATIONS:

Funding

Grant applications submitted during the reporting period (and still pending):

Continuing grants and contracts (include project year):

New grants and/or contracts received during the reporting period:

Publications (Please group by type of publication (e.g., refereed journal articles, books, book chapters, conference papers, abstracts, reviews, etc.), include complete citations, and note any publications with student co-authors.)

Work submitted for publication during the reporting year:

Work published during the reporting year:

Patents

D. UNIVERSITY SERVICE:

List administrative duties, university and departmental committee assignments, and other contributions to the university during the reporting period.

E. PROFESSIONAL ORGANIZATION ACTIVITIES:

List memberships, offices held, committee assignments, participation at meetings and conventions, papers presented, etc.

F. AWARDS RECEIVED:

List professional and personal awards received during the reporting period.

G. COMMUNITY SERVICE:

List participation in civil, educational, and cultural activities; include outside consulting work done as a faculty member.

H. PROFESSIONAL DEVELOPMENT ACTIVITIES:

List professional development activities that you have participated in during the review period. Include a brief narrative, if desired.

I. SELF-EVALUATION/OTHER:

Include a paragraph or two evaluating your own work over the last year. Describe the progress you have made towards the goals you set last year and include your goals for the year to come. Highlight one professional achievement over the past year of which you are particularly proud. List any other information you would like to include in this report.

Signature: _____ **Date:** _____

Use as many sheets as necessary. Please retain one copy for your own file and submit one copy to your Department Head.