Faculty Annual Update Information

**University of North Texas**

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| **Name** |      | **Rank** |       |

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| **School/College** |       | **Period** |  |

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| **Department/Division** |       |

## Instructions

1. Follow the outline below and submit whatever information you choose to provide in the evaluation process.
2. It is not necessary to respond to every item.
3. Use this form as the cover sheet for your dossier.

### Area I. INSTRUCTIONAL ACTIVITIES

1. Instructional assignments and other teaching responsibilities.
2. Syllabi for courses taught.
3. Student evaluation for courses taught.
4. New preparations and/or revisions.
5. Statement of teaching philosophy and goals.
6. Student advising related to the instructional process (include sponsorship of professional and pre- professional organizations).
7. Dissertation, thesis, etc.
8. Honors and awards for teaching.
9. Teaching grants applied for: received and not received.
10. Other instructional related activities.

### Area II. SCHOLARLY, CREATIVE AND PROFESSIONAL ACTIVITIES

1. Publications (include full biographic citations and copy of items reported).
2. Concerts, recitals, art shows, design displays, performances, productions, etc.
3. Papers read or presented, panel membership, critical commentary, etc.
4. Professional activity of the discipline, including editing/reviewing for a journal, chairing sessions at scholarly meetings, holding committee positions/offices in professional organizations.
5. Scholarly/creative and research activity not resulting in publication or public presentation.
6. Honors and awards for scholarly, creative and professional activity.
7. Research grants (or contracts, etc.) applied for: received and not received.

### Area III. ADMINISTRATION AND SERVICE

1. To the University (committee, senate, special assignments, etc.).
2. To the College or School (committees, administrative tasks, etc.).
3. To the Department or Division, including supervision of TAs, TFs, if o reduction in teaching load.
4. To the Community Outside the University (city, county, state, etc.).
5. Student advising not related to teaching (social fraternities, sororities, clubs, etc.).
6. Uncompensated professionally related public service activities (serving as a consultant, workshop/seminar leader, etc.).
7. Honors and awards for service.
8. Other.