

College of Performing and Visual Arts

Faculty Annual Report: _____

Calendar Year

*******Please submit your report to your School Director *******

Name _____ School _____
Rank _____ Tenured Probationary Term

Years at UNCO _____ Highest degree complete _____

- Indicate specific progress made toward additional degrees the past year, if applicable.
- Indicate additional degrees, certificates, license and honors received the past year.

Attach report to this cover sheet. **Please Adhere To The Format Given Below**

1. Teaching: Attach copies of your fall and spring class and office schedules. Review your teaching in each of the courses for which you were responsible this year regarding the following:

- a. What you have done to update course content and keep it relevant.
- b. What you are doing to improve teaching effectiveness. Include your own analysis of student comments on your **Student Reaction to Course and Instructor** questionnaires from the two previous semesters.

Make your comments as specific as possible.

2. Scholarship

- a. Describe your recent creative/scholarly activities.
- b. List in full bibliographical form, when appropriate, books, exhibitions, performances, papers given and grant proposals.
- c. Other evidence of creative/scholarly activity.

3. Service

Service of your profession:

- a. Memberships in professional organizations.
- b. Offices and committee assignments in professional organizations.
- c. Attendance at and participation in professional meetings, not reported in scholarship.
- d. Other evidence of service activities (e.g., adjudication of arts events, performances for civic organizations).

Service to the institution:

- a. Advising (comment on the effectiveness of your involvement with the advising process).
- b. Membership on campus committees and task forces (how often did the committee meet; what was your role?).
- c. Service to students (e.g., advisor to fraternity).
- d. Other institutional service (non-committee activity).

Service to the community:

- a. List any activities appropriate for this report.

Director's evaluation (i.e., teaching, scholarship, service):

Director's signature _____ date _____

Dean's Comments:

Dean's signature _____ date _____

Faculty Member's Acknowledgement:

I acknowledge that this evaluation was shared with me. My acknowledgement of this report does not indicate agreement or disagreement with the evaluation contained in this report.

Faculty member's signature _____ date _____