# FACULTY DATA FORM

**FACULTY DEVELOPMENT AND APPRAISAL PROGRAM**

Date:

Name of Candidate: Signature:

The purpose of this form is to promote communication between faculty member and chairperson about the faculty member's development. It is to be held confidential by faculty member and chairperson, and is not a part of the official evaluation for promotion or tenure.

Please complete the form in as much detail as possible. Include any additional documentation which might help the divisional dean to evaluate your performance in the areas of teaching, scholarly activity, and service.

1. TEACHING

List courses you teach. For each course taught, please provide tests, syllabi, reading lists, projects assigned, and other pertinent information. Also, list teaching responsibilities which are not reflected in the list of courses taught (course revisions, advising, student directed research, development of instructional materials, etc.).

Goals:

1. SCHOLARLY ACTIVITY
	1. Research and Presentations

Please include published written work, unpublished manuscripts, papers read at meetings of learned societies, lectures to knowledgeable public groups, participation in colloquia or panel discussions at your own or other institutions, creative work (whether exhibited or performed outside or within the University) or appropriate clinical or consulting practice.

Goals:

* 1. Professional Development Activities

List courses, seminars, or special study programs attended during the past year. List journals read on a regular basis and significant books, monograms, or professional materials read in the past year.

Goals:

1. SERVICE
	1. Professional and Community Service

List memberships, activities, and offices held in professional associations and societies; service to the community through religious, political, or other organizations.

Goals:

* 1. Division, College, and University Service

Include committees served on, administrative responsibility within division, sponsorship of student organizations, work with Faculty Organization.

Goals: