FACULTY REPORT OF PROFESSIONAL ACTIVITIES
Exempt from disclosure under the Colorado Open Records Act

Instruction Sheet

The Faculty Report is designed to organize one's activities and to serve as an inventory for such professional activities. The outline of the Faculty Report should not be viewed as implying an order of priority regarding these activities, particularly since priorities of various professional activities/categories vary among departments and among schools, colleges, and the Library.

Complete only those parts of the FRPA that apply to your situation.

Provide explanations of activities as appropriate either in the space provided in this document, or in your annual self-evaluation.

The Faculty Report must be signed by you and the chairperson of your department. The copies for the Dean and the Vice Chancellor must be submitted to the Dean's Office by your assigned school, college, or Library due date for Instructors, Senior Instructors, Assistant Professors, Associate Professors, and Professors. Normally, the production and distribution of all copies should be handled through the department chair's office. Please follow your department's or the school's/college's/Library's instructions for coordination and assistance in preparing this report.

I.   UNIVERSITY OF COLORADO AT COLORADO SPRINGS
       FACULTY REPORT OF PROFESSIONAL ACTIVITIES
For the period January 1, <mark>YEAR</mark> through December 31, <mark>YEAR</mark>

Full Name

Academic Title

Department

Administrative Title, if any
(Chair, Dean, etc.)

School/College

II.   TEACHING

A.   COURSES TAUGHT

Give semester, campus or other (UCCS campus, online, etc.) course subject abbreviation, course number, section number, credit hours, course type (lecture, lab, studio, online, library instruction, etc.), number of students enrolled and new/repeat (taught for the first time or taught it previously). If team taught, give name (s) of other faculty. Include teaching full courses at other campuses and universities. Include campus other than UCCS under Campus or other.

Semester	Campus or other	Course Subject Abbr	Course Number	Section Number	Credit Hours	Course Type	Number of Students Enrolled	New or Repeat

B.   INDIVIDUAL STUDENT INSTRUCTION OR SUPERVISION (not listed in II.A)

Give student's name, level of student (bachelor's, master's, doctoral), project title or area of research, number of credits, and term.

1.   Principal Dissertation, Thesis, or Equivalent Advisor of Graduate Students (Asterisk those who have graduated.)

2.   Principal Thesis Advisor of Undergraduate Students (honors, etc.)

3.   Member of Dissertation, Thesis, or Equivalent Committee (other than Principal Advisor)

4.   Member of Masters or PhD Qualifying Examination Committee

5.   Independent Study/Research Study Groups Supervised

6.   Other

C.   IMPROVEMENT OF INSTRUCTION (Describe topic and nature of activity, and indicate source of funding if any.) Include incorporation of teaching innovation, new courses or methods developed, other work relating to improvement of instruction.

1.   Individual Course Development

2. Department Curriculum Development

3. College Curriculum Development

4. New Courses First Taught This Year

5. Major Revision of Existing Course (requiring department, college/school review) This Year

D. Student Advising (Give number of students.)

1. Freshmen

2. Majors

3. Graduate/Professional

4. Faculty Sponsor/Advisor of Student Group/Club

5. Other (Specify)

E. DEVELOPMENT OF ADVISING PROGRAMS (Please specify role; e.g., program advisor, program coordinator, etc.)

F. PRACTICE OF LIBRARIANSHIP (e.g. librarians who do cataloging, collection development, referencing activities, etc.)

G. OTHER TEACHING ACTIVITIES (describe; e.g., guest lecture)

III.   SCHOLARLY WORK

    A.   RESEARCH PUBLICATIONS AND CREATIVE WORK

        1.   Books and Monographs Published
Give complete reference including full title, publisher, edition, year, and number of pages and/or digital object identifier (DOI®). Include only books published by refereed presses.

LIST ONLY MANUSCRIPTS WHICH HAVE BEEN PUBLISHED OR ARE "IN PRESS."
Manuscripts under review but not yet accepted for publication or 'in press' should be listed under Section III.F.

            a.   Scholarly books published

            b.   Monographs published

            c.   Published books edited/Series of books edited (Exclude journals.)

            d.   Textbooks published (Include teacher's guides/laboratory guides.)

            e.   Published textbooks edited

            f.   Published revisions of earlier published books (Indicate whether scholarly or textbook.)

        2.   Refereed Articles or Chapters Published in Journals, Periodicals, Books, or Scholarly Encyclopedias (where manuscript submission policy includes a peer review process).

For conference proceedings publications, refer to *Section III. A.5.b &c*.

Give complete reference including full article title, journal, volume/issue number, month/year, and inclusive pagination and/or digital object identifier (DOI®); or full chapter title, book title, editor, publisher, year, and inclusive pagination and/or digital object identifier (DOI®).

LIST ONLY MANUSCRIPTS WHICH HAVE BEEN PUBLISHED OR ARE "IN PRESS."
Manuscripts under review but not yet accepted for publication or 'in press' should be listed under Section III.F.

ANY PUBLICATION, PERFORMANCE, OR PRESENTATION PREVIOUSLY LISTED MUST BE IDENTIFIED AS SUCH WITH AN ASTERISK AND BE ACCOMPANIED WITH AN EXPLANANTION FOR

SUBSEQUENT LISTING(S) (E.G., AN ARTICLE IN PRESS NOW IN PRINT). PUBLICATIONS, PERFORAMNCES, OR PRESENTATIONS ARE CONSIDERED *ONCE* FOR MERIT EVALUATION.

3.   Non Refereed Articles or Chapters Published in Journals, Periodicals, or Books

4.   Creative Works Published, Produced, Performed or Exhibited

(Other creative work not published, produced, performed or exhibited should be listed in *Section III. B. 6*. Work in Progress should be listed in *Section III. F*.)

Give complete reference including date, number of performances, location, and contributions made.

Report informal performances in *Section IV. C. 4*.

     a.   Musical compositions/recordings

     b.   Directing and/or producing films, videos, dance concerts, plays, or operas

     c.   Conducting musical performances

     d.   Curator of museum or art exhibitions; exhibitions curated in libraries, etc.

     e.   Choreographing/designing for dance, theatrical, film, or video productions

     f.   Theatrical, musical, dance or art performance

     g.   Exhibitions in galleries/museums

     h.   Radio/television/film/video presentations, scripts, or productions

     i.   Media interviews related to scholarly work

     j.   Plays, poems, or short stories

     k.   Professional competitions

     l.   Other

5.   Additional Publications (not included in III.A.1, III.A.2, III.A.3, III.A.4)
Give complete reference including full title, source/sponsor, year, and total number of pages.

     a.   Technical/research reports (e.g., Institute of Cognitive Science, Univ. of Colorado/Boulder; National Aeronautics and Space Administration, Western

Interstate Commission on Higher Education, etc.)

    b.   Papers published in refereed professional conference proceedings

    c.   Papers published in non refereed conference proceedings (Include workshop papers.)

    d.   Work accepted for publication and currently "In Press", i.e. forthcoming (See *Section III.A.1, 2, or 3*, for instructions.)

    e.   Encyclopedia, dictionary, and short reference entries (e.g., Encyclopedia for Neuroscience)

    f.   Translations of articles or books

    g.   Translations by others of your articles or books

    h.   Popular press (e.g., National Geographic, Time)

    i.   Other books/monographs/Ph.D. dissertation (Include works published by non refereed presses.)

    J.   Other items (e.g., newsletters, directories, cases, newspaper columns, manuals, guidebooks, pamphlets)

6.   Published Abstracts
Give complete reference, including source/publisher, volume/issue number, month/year, inclusive page numbers. Exclude abstracts which are printed in professional conference programs. Include abstracts if they are published in journals.

7.   Published Reviews
Give complete reference, including source/publisher, volume/issue number, month/year, inclusive pagination. Exclude refereeing of papers for journal editors.

    a.   Books and published works which you reviewed

    b.   Performances, exhibitions, films other creative works which you reviewed

    c.   Your work, reviewed by others

8.   Computer Programs
Include programs copyrighted, published, or in general use, and indicate nature and size of the program. Programs not copyrighted, published, or in general use should be listed in *Section III.B.6*. Exclude programs designed for one-time use or as a personal tool. Exclude programs written in conjunction with other reportable work;

e.g., research projects.

      9.   Patents

B.   OTHER RESEARCH AND CREATIVE ACTIVITIES

      1.   Papers Presented At Professional Conferences But Not Published. (Include organization, location, and dates.)

      2.   Editorship of Journals

      3.   Conference Proceedings Editorship

      4.   Papers, Presentation, Workshops, Seminars, Colloquia (Include organization, location, topic or title, and dates.)

      5.   Sabbatical/Fellowship Activities (Include location, activity, and dates.)

      6.   Other (poetry readings, unpublished computer program, etc.)

C.   PROPOSALS WRITTEN AND SUBMITTED FOR INTRNAL/EXTERNAL FUNDING
(For each proposal, provide the following information.)

Title of Project	Funding Agency	Role in Project	Amount Requested	Amount Awarded	Funding Period	Under Review Funded, New Funded, Continuing Funded, Supplement

D.   GIFTS RECEIVED

Group, person, agency who donated gift	Type of gift (monetary, equipment, etc.)	Monetary Value

E.   UNSPONSORED PROJECTS

Title or Topic of Project	Role in Project	Nature of Activity

F.   OTHER RESEARCH, CREATIVE OR SCHOLARLY ACTIVITIES IN PROGRESS

IV. SERVICE

    A. SERVICE AT UCCS

        List names of committees, name of committee chairperson, activities, and dates of service. Include guest teaching or lectures within the CU system.

        1. Department/Primary Unit

        2. Institute/Center

        3. College/School

        4. UCCS

        5. University System

        6. Did you attend Commencement in Academic Regalia last spring?____ last fall?____

    B. SERVICE TO THE PROFESSION

        List Organization, type of activity and dates of service. Include guest teaching or lectures for other academic or professional institutions.

        1. Editorial work for Scholarly Journal or Professional Organization (Editor, Co-Editor, Editorial Board member)

        2. Peer referee/reviewer of Scholarly Manuscripts for Publication and Paper Proposals

        2. Service on Professional Committees or Boards (Describe office held if any.)

        3. Volunteer Consulting Activities

        4. Paid Consulting Activities (beyond expenses)

        5. Other Professional Activities (scientific visits, observation programs, conference planning/organizing, etc.)

        6. Clinical Practice (List practice sites, dates, and hours.)

    C. SERVICE TO THE COMMUNITY (List organization/group, activity, location, and dates.)

        1. Volunteer Consulting Activities

        2. Paid Consulting Activities (beyond expenses)

3.   Public Lectures/Speeches (not included in III.B.4.)

4.   Other Public Service Community Activities (Include performances, exhibitions, other creative works, not already included elsewhere above, service on community committees and boards.)

V.   PROFESSIONAL PRACTICE

List the type of professional practice performed, the site of professional practice, dates of professional practice at each site and the activities performed at each site.

Type of Professional Practice	Site of Professional Practice	Date(s)	Activities Performed

VI.   HONORS, AWARDS AND RECOGNITION

A.   HONORS AND AWARDS (e.g. school/college faculty awards in teaching, research/creative activities or service; internal grant awards for research/creative activities.)

B.   OTHER RECOGNITION

VII.   ADDITIONAL INFORMATION (professional development, continuing education activities, professional conferences attended, degrees, fellowships, additional graduate or post graduate study, certification or licensure, etc.)

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SIGNED: _____   DATE: _____

I have reviewed this report and attest to its accuracy.

ACCEPTED: _____   DATE: _____
       Dept. Chair, Div. Head, Dean, or Director