SUMMARY OF ACTIVITIES
CALENDAR YEAR 2018

NON-TENURE TRACK FACULTY
(Educator Faculty, including Clinical Faculty)

Name:  Dept:  Date:

The information on this form should reflect only activities occurring between January 1 and December 31, 2018, and be submitted to your Chair/Supervisor to accompany his/her annual evaluation and merit raise recommendation. Use the space provided or attach separate sheets as necessary. Please attach a copy of your curriculum vitae.

A. Research, Scholarly, or Creative Endeavors

Please use standard curriculum vitae format (do not abbreviate); indicate multiple authors and precedence of authorship where appropriate.

1. Describe your current research area and future research goals (including your participation in and contributions to team research, such as Multi-Investigator Projects, Centers, and Institutes). If you prefer, indicate your most significant publication or research project since last year’s review and explain its significance:

2. Publications (books, refereed articles, book chapters, abstracts, book reviews, etc.):
   (Please include full citation)
   a. Refereed:
      i. Published:
      ii. In press:
      iii. Submitted:
   b. Unrefereed, published or in press:
3. Exhibitions/shows/plays:
   a. Juried/refereed:
   b. Non-juried/refereed:

4. Other creative or scholarly activities in progress, with anticipated timeline:

5. Funded research (agency, dates of award, amount):
   a. Proposals funded:
   b. Proposals submitted (indicate either pending or declined with further comment as needed):

6. Research honors, awards, and special recognition (include title of award and date received):

7. Patents and invention disclosures:

8. Editorial responsibilities, grant and manuscript reviews, etc.

9. Professional Activities (papers presented, meeting/conference organization or participation, activities in professional organizations)
   a. Invited conferences or presentations:
b. Conferences/meetings at which a paper, poster, or panel commentary was presented:

c. Other meetings/conferences attended:

d. Invited lectures/seminars at other Universities:

B. Teaching and Pedagogical Initiatives

If you had a teaching assignment reduction in any of the following semesters, please indicate the course or credit hour equivalent and the reason for the reduction.

1. Courses taught (if any of the courses was taught by more than one instructor, please indicate so):

Spring '18

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Course #</th>
<th>Section</th>
<th>Credits</th>
<th>Enrollment</th>
<th>(Y/N)</th>
<th>Student Evaluation</th>
<th>If &quot;Y&quot;, enter mean score evaluation</th>
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Please comment on each course listed above to provide your assessment. Address the following:

- Was this the first time you taught the class?
- Did you try new approaches or materials? If yes, reflect on what worked, whether the students were engaged, whether their learning met your expectations, whether you plan any changes in the future, and so on.
- Did a peer evaluate the course?
Fall '18

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Course #</th>
<th>Section</th>
<th>Credits</th>
<th>Enrollment</th>
<th>(Y/N)</th>
<th>Q # 1</th>
<th>Q # 3</th>
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- Did a peer evaluate the course?

Summer '18

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<tr>
<th>Course Name</th>
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<th>Section</th>
<th>Credits</th>
<th>Enrollment</th>
<th>(Y/N)</th>
<th>Q # 1</th>
<th>Q # 3</th>
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- Was this the first time you taught the class?
- Did you try new approaches or materials? If yes, reflect on what worked, whether the students were engaged, whether their learning met your expectations, whether you plan any changes in the future, and so on.
- Did a peer evaluate the course?
2. What substantive or teaching/pedagogical innovations you have undertaken during this review period (including experiments)?

C. Advising and Mentoring

1. Number of Undergraduates advised:

<table>
<thead>
<tr>
<th>Freshmen</th>
<th>Sophomores</th>
<th>Juniors</th>
<th>Seniors</th>
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   a. List awards or notable academic achievements of advisees:

2. Undergraduate Research/Scholarly/Artistic Supervision activities (for each student):

<table>
<thead>
<tr>
<th>Student Name</th>
<th>Class</th>
<th>Title</th>
<th>Period of Supervised Contribution</th>
<th>Nature of Scholarly/Artistic Project</th>
<th>Undergraduate Advising Evaluation</th>
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3. Graduate Student Mentoring (for each student). If the student has graduated, indicate degree award date.

   a. Service as a member of a Master’s degree or PhD committee (indicate student name below):

   b. Service as a PhD dissertation or MFA thesis mentor (indicate student name below):

   c. Service as an MA/MS non-thesis mentor (indicate name of the student below):

4. Other noteworthy student developments, engagements, and partnerships:

5. Post-Doc and/or Faculty Mentoring:
6. If you are an Assistant or Associate Professor, please provide the name(s) of your mentor(s) and a brief summary of any mentoring activity you have been engaged in this past calendar year:

D. Clinical Activities (if applicable)

1. Supervision of clinical practice:

2. Direct clinical activities:

E. Leadership and Service

1. Contributions to Departmental, College, and University organization and operation (including any formal or informal mentoring activities, contributions to increasing diversity, etc.):

2. Professional Leadership and Leadership activities (administrative responsibilities, committees, editorships, grant reviews, etc.):

3. Community service:

4. Scholarly consulting activity on civic or public projects, or in public education initiatives:

5. As you are aware, there is a University-wide emphasis on our core values and on how we can all contribute to building a better University. Use the space below to describe any action/initiative you undertook this past calendar year to contribute to our DIRECCT values and to help build a better U.

F. Impact and Goals

1. Self-Assessment of impact on your department, the College, the University as a whole, and on your profession:

2. Progress towards this year’s goals:
a. Research/Scholarship/Artistic Endeavors  
b. Teaching  
c. Service

3. Goals for next year: be specific in terms of numbers of papers, grants, agency, timeline, quality of teaching, courses taught, pedagogical innovations, etc.)

   a. Research/Scholarship/Artistic Endeavors  
   b. Teaching  
   c. Service

G. Honors and Awards

I have disclosed my Outside Professional Activities (OPAs) and completed the Conflict of Interest (COI) through the Disclosure Profile System (https://udisclose.miami.edu)

______________________                             ________________
Faculty Signature                                       Date