



SUMMARY OF ACTIVITIES
 CALENDAR YEAR 2024

NON-TENURE TRACK FACULTY
 (Lecturer, Visiting Faculty)

Name

Department

Date

The information on this form should reflect only activities occurring between January 1 and December 31, 2024 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 current curriculum vitae in [standard University of Miami format](#).

A. 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. (Examples: Spring 2024, 1 course, research release, salary paid by grant; Fall 2024, 2 courses, sabbatical leave.)

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

Spring 2024

Course Name	Course #	Section	Credits	Enrollment	Student Evaluation (Y/N)	If "Y", enter mean score evaluation My overall evaluation of the instructor is positive

Teaching Assignment Reduction (if applicable):

Fall 2024

					Student Evaluation	If "Y", enter mean score evaluation
Course Name	Course #	Section	Credits	Enrollment	(Y/N)	My overall evaluation of the instructor is positive

Teaching Assignment Reduction (if applicable):

Summer 2024

					Student Evaluation	If "Y", enter mean score evaluation
Course Name	Course #	Section	Credits	Enrollment	(Y/N)	My overall evaluation of the instructor is positive

B. Advising and Mentoring

1. Number of Undergraduates advised:

Freshmen	Sophomores	Juniors	Seniors

a. List awards or notable academic achievements of advisees:

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

Student Name	Class	Title	Period of Supervised Contribution	Nature of Scholarly/Artistic Project	Undergraduate Advising Evaluation

3. Graduate Student Mentoring (current or graduated in 2024; list student names).

a. As PhD dissertation or MFA thesis director:

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b. As a member of a Master's degree or PhD committee:

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C. Leadership and Service

1. Contributions to Departmental, College, and University organization and operation (up to 150 words):

2. List leadership activities at University of Miami or in the field:

3. List external consulting activity:

4. Please list any activities related to the University's [DIRECCT values](#):

D. Honors and Awards

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I have completed the training and disclosure process through the [UDisclose System](#).

Faculty Signature

Date