

Name

Due May 30 each year

Department

Academic Year & Summer

I. Teaching and Advising

A. Undergraduate and Graduate Courses* (Summary evaluation sheets for each course may be attached):

Course Number & Title	Credit Hours	Term		Class Hrs/Week	Lab Hrs/Week	Other Formal contract Hrs/
		F	SP			
YEAR TOTALS						

* If a course was co-taught, please indicate.

B. Directed Activities in the Undergraduate Program (Independent Study, X-hours, Fieldwork, Student Teaching Supervision, Internship, Practicum)

Student	Topic	Course Number	Credit Hours
YEAR TOTALS			

C. Directed Activities in the Graduate Program (Thesis supervision, Independent Research, Internship)

Student	Topic	Thesis Adviser	Thesis Committee	Fieldwork
YEAR TOTALS				

D. Academic Advising

List the number of students in each class:

Freshmen:	Sophomores:
Juniors:	Seniors:
Graduate:	Non-degree:

E. Course and/or Curriculum Development

List all courses taught for the first time during the past academic year, any courses now being developed, and other curricular contributions.

F. Guest Lectures in Classes and Demonstrations

II. Scholarship and Professional Development

List activities related to professional development, such as books, articles, or reviews published, accepted for publication, circulating, or in preparation; recitals, artistic exhibitions, grants, and fellowships; papers read at conferences, conventions, or other professional meetings; memberships and offices in scholarly or professional organizations; workshops, institutes, or conferences attended.

IV. Professional Development Plan

The plan should identify short-term and long-term teaching, professional development, and service goals and objectives. (Please comment on the past year's progress toward accomplishing the stated goals and objectives.) The plan should also include an analysis of resources that could be provided by Hood College and/or external grants and fellowships.

I have reviewed this report and agree that it accurately reflects the faculty member's workload. I have also discussed the professional development plan with the faculty member.

Chairperson's Signature