College of Arts and Sciences

Faculty Merit Review Report

20\_\_-20\_\_

1. Personal Data:

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ UK ID No. \_\_\_\_\_\_\_\_\_\_

Academic Rank \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Department \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Administrative Title (if any) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2. Period Covered by this Report: Check one:

\_\_\_\_\_ Fall Semester 20\_\_ ( ) Tenured Faculty Member

\_\_\_\_\_ Spring Semester 20\_\_ ( ) Untenured faculty member, annual evaluation

 ( ) Lecturer, annual evaluation

 ( ) Senior Lecturer

( ) New faculty member, first evaluation

3. Distribution of effort (% of time) agreed upon with the Dean and Chair averaged across period covered by report:

\_\_\_\_\_\_\_\_\_\_% Teaching (Scheduled Classes) and Advising

\_\_\_\_\_\_\_\_\_\_% Research

\_\_\_\_\_\_\_\_\_\_% Administration

\_\_\_\_\_\_\_\_\_\_% Service

\_\_\_\_\_\_\_\_\_\_100 % Total

Signature of Department Chair \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of Faculty Member \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**I. RESEARCH PORTFOLIO**

The following questions pertain to the period since the previous merit review.

1. List all articles (and other publications) describing ***original research*** submitted for publication or published in this period by you and/or your postdocs or students, and indicate the status (e.g. published, accepted, or pending) of the publication. For all publications, indicate your role in the work.

2. List any articles (and other publications) ***reviewing a field of research*** you have submitted for publication or published in this period and indicate the status of each publication.

3. List any scholarly books you have authored.

4. List ***invited*** presentations you and/or your postdocs or students delivered presenting research findings at scientific meetings. Indicate who delivered the presentation. (Do not repeat items from your teaching portfolio.)

5. List ***contributed*** presentations you and/or your postdocs or students delivered presenting research findings at scientific meetings. Indicate who delivered the presentation. (Do not repeat items from your teaching portfolio.)

6. List colloquia, seminars, or other presentations you delivered at other institutions. (Do not repeat items from your teaching portfolio.)

7. List all research grants, contracts, or fellowships active during this period. (Include titles, agencies, active dates, funding amounts, and indicate your status as the PI or Co-PI.)

8. List other grant applications made during this period and indicate their status.

9. List M.S. and/or Ph.D. graduate theses completed under your direction during this period (include titles and dates of completion). Indicate the authors’ current positions.

10. List undergraduate students for whom you directed research during this period (include dates).

11. List scientific (e.g. organizing) committees on which you served.

12. List any patents you have submitted and indicate their status.

13. Describe any research or research practices you have initiated that might contribute to diversity, inclusivity, and equity in your lab, department, or elsewhere.

**II. SERVICE AND OTHER PROFESSIONAL ACTIVITIES**

The following questions pertain to the period since the previous merit review.

1. List membership on department, college, or university committees. Indicate if you chaired any of these committees. (Do not repeat items from the research or teaching portfolios.)

2. List other service on professional committees, advisory boards, editorial boards, professional organizations, etc. Indicate if you chaired any of these committees, boards, or organizations.

3. Describe any contributions to the review of grant proposals, journal articles, books, or external promotion and tenure files during this period.

4. Describe work in preparation of textbooks and other instructional material (if not included in teaching portfolio).

5. List outreach activities where you lent your technical or educational expertise to industrial, governmental, educational, or societal organizations. (Do not repeat items from your teaching or research portfolios.)

6. List other academic service and professional responsibilities. Include any service and outreach to community, local, national, or international organizations to further the goals of diversity, equity and inclusion (if not included above); any mentoring of faculty or students; and professional roles and efforts that contribute to diversity and inclusive practices in your department, the College, or your discipline.

**III. TEACHING AND ADVISING**

The following questions pertain to the period since the previous merit review.

1. Basic Goals and Objectives

In two paragraphs or less, briefly state your teaching goals (teaching philosophy) and learning

 objectives.

2. Classroom Practices.

1. Which of the courses that you taught since the previous review was the most successful? Describe the practices and methods that contributed to this success (e.g., lectures, in-class activities, flipped classroom, group work, online sessions and activities, the use of mixed media, paper, projects, and tests).
2. Which, if any, of the courses that you taught since the previous review are clearly in need of improvement? What practices and methods could be changed, introduced, or eliminated in these courses to improve them? How can student success be enhanced in them (or in any other courses of yours with unsatisfactory student success rates)?
3. If you introduced any significant experiments, innovations, or changes in your courses, please describe what you did and comment on their successes or failures.
4. **Discuss**
5. If and how your teaching efforts provide exposure to new perspectives on cultures, beliefs, or practices and enhance students’ knowledge of and ability to engage in pluralistic societies.

and/or

1. Classroom and lab practices or activities you have engaged in which foster an inclusive environment.
2. (Optional) Analyze how well one learning objective was achieved in one course. Describe the activities carried out or the work assigned to achieve this objective and present evidence about how well they succeeded (e.g., quiz and test results, paper and project evaluations, pre- and post-testing, qualitative student comments, student testimonials, information on class activities, and peer observation). What steps can be taken to better achieve these objectives in the future?
3. (Optional) Discuss how existing scholarship on teaching informed the design or conduct of your courses during the review period.

3. Advising Activities

1. Provide information about mentoring activities (e.g., independent studies, UG research projects, thesis/doctoral/postdoctoral supervision, thesis, doctoral, and other student committee work, informal mentoring). Discuss any steps taken to promote inclusivity through mentoring activities.
2. Describe any official departmental advising duties such as advising majors or organizing professionalization workshops.

4. Other Pedagogical Activities

1. Provide information on pedagogical lectures delivered at summer schools, workshops, etc.
2. Provide information about any scholarship of teaching, service in professional teaching associations, teaching awards, and professional development regarding teaching (e.g., attendance at teaching workshops or conferences).

5. TCEs and Syllabi

 Complete the Teaching Reporting Form and provide

1. Representative syllabi for courses during the review period and
2. Quantitative TCE results and summaries of qualitative comments for all courses during this period.