Your Organization

Annual Report for January 1, Report Start Year - December 31, Report End Year

Name: [[Last Name], [First Name]]
Rank: Faculty Rank
Department: Department
College: College

Additional academic training during reporting period:

Data populates from the Education and Faculty Credentialing screen.

I. TEACHING AT THE UNDERGRADUATE AND GRADUATE LEVELS

A. Class registrations during last reporting period (Census day figures):

Organized Classes

<table>
<thead>
<tr>
<th>Term</th>
<th>Course</th>
<th>Course Section</th>
<th>Course Title</th>
<th>Faculty Eval</th>
<th>Course Eval</th>
<th>Number Enrolled</th>
</tr>
</thead>
</table>

Data populates from the Scheduled Teaching and Student Evaluations of Teaching screens.

Course - Course Section (Term)
- New course preparation?
- New format for existing course?
- Pedagogical Innovations Introduced:
- New Teaching Materials Developed:
- Student Learning Enhancements:

Data populates from the editable fields in the Scheduled Teaching screen.

Independent Studies, Internships, Dissertations, and Theses

<table>
<thead>
<tr>
<th>Term</th>
<th>Course</th>
<th>Course Section</th>
<th>Course Title</th>
<th>Faculty Eval</th>
<th>Course Eval</th>
<th>Number Enrolled</th>
</tr>
</thead>
</table>

Data populates from the Scheduled Teaching and Student Evaluations of Teaching screens.

Course - Course Section (Term)
- New course preparation?
- New format for existing course?
- Pedagogical Innovations Introduced:
- New Teaching Materials Developed:
- Student Learning Enhancements:

Data populates from the editable fields in the Scheduled Teaching screen.
B. Graduate degrees conferred with you as supervising professor during reporting period (list student names, titles of Master's Theses or Ph.D. dissertations, and completion dates):

Data populates from the Directed Student Learning screen, where Involvement Type is one of: "Dissertation Committee Chair", "Dissertation Committee Member", "Doctoral Advisory Committee Chair", "Doctoral Advisory Committee Member", "Honors Thesis", "Master's Non-Thesis Committee Chair", "Master's Non-Thesis Committee Member", "Master's Thesis Committee Chair", "Master's Thesis Committee Member", or "Postdoctoral Research Supervision" and Stage of Completion is "Completed" and item has not been displayed.

C. Publications by or with students under your supervision:

Data populates from:
- the Other Instructional Activities screen, where Involvement Type is "Publications by Students", and
- the Directed Student Learning screen, where Involvement Type is "Publications by Your Students (Without your authorship)", and
- the Intellectual Contributions screen, where co-author is indicated to be an undergraduate or graduate student for If a student, what is his/her level?

D. Other instructional activities you have conducted during the reporting period:

Data populates from:
- the Other Instructional Activities screen, where Teaching or Instruction Activity Type is "Continuing Education", "Course Development", "Curriculum Development", "Faculty Internship", "Guest Lecture", "Management/Executive Development", "New Pedagogies (Non-Technology)", "Review Course", "Seminar", "Technology Development for Curriculum/Course", "Workshop", or "Other" and item has not been displayed, and
- the Directed Student Learning screen, where Involvement Type is "Dissertation Committee Chair", "Dissertation Committee Member", "Doctoral Advisory Committee Chair", "Doctoral Advisory Committee Member", "Honors Thesis", "Master's Non-Thesis Committee Chair", "Master's Non-Thesis Committee Member", "Master's Thesis Committee Chair", "Master's Thesis Committee Member", "Postdoctoral Research Supervision", "Honors Thesis", "Internship", "RA Supervision", "TA Supervision", or "Other" and Stage of Completion is "In Process" or "Proposal" or does not have a value, and item has not been displayed.

E. Evaluate briefly your most important teaching accomplishments during this last calendar year:

Data populates from coordinating field on the Annual Report Summary screen.

II. RESEARCH, CREATIVE ACTIVITIES AND OTHER SCHOLARLY EFFORT

Research, creative activities, and other scholarly effort appropriate to your academic discipline. (See instruction sheet for listing publications)

A. Books, articles, other publications, exhibits, performances:

1. Works published, exhibits shown, performance given:

Data populates from:
- the Intellectual Contributions screen, where Current Status is "Published", and
- the Artistic and Professional Performances and Exhibits screen, where Current Status is "Completed" or "Published."
2. Works in press (provide projected publication dates):

Data populates from:
- the **Intellectual Contributions** screen, where **Current Status** is "In Press", and
- the **Artistic and Professional Performances and Exhibits** screen, where **Current Status** is "In Press" or "Accepted."

3. Papers read at national and regional conventions (list name of organization, paper titles and dates):

Data populates from:
- the **Presentations** screen, where **Current Status** is “Presented,” “Published,” or “Completed,” and
- the **Intellectual Contributions** screen, where **Current Status** is "Presented", and
- the **Artistic and Professional Performances and Exhibits** screen, where **Current Status** is "Presented."

4. Fellowships, Grants, and Patents:

Data populates from the **Contracts, Fellowships, Grants, Sponsored Research and Residencies** and **Intellectual Property (e.g., copyrights, patents)** screens.
- If **Current Status** is “Funded” the key for population is Start Year of Funding – End Year of Funding.
- If **Current Status** is “Revising to Resubmit” the key for population is Expected Year of Resubmission for Funding.
- If **Current Status** is not “Funded” or “Revising to Resubmit,” the key for population is Year Submitted for Funding.

5. Research & creative activity in progress, including work submitted for publication, work in progress toward publication, exhibits, and/or performances:

Data populates from:
- the **Intellectual Contributions** screen, where **Current Status** is "Completed," “Submitted,” “Revising to Resubmit,” “Not Accepted,” “Accepted,” or blank, and
- the **Artistic and Professional Performances and Exhibits** screen, where **Current Status** is "Submitted,” “Revising to Resubmit,” “Not Accepted,” or blank, and
- the **Presentations** screen, where **Current Status** is “Accepted,” “Invited,” “Not Presented,” “Submitted,” or blank, and
- the **Scholarship/Research/Creative Works Currently in Progress** screen.

B. Professional Development Activities

1. Attendance at workshops on teaching and/or research:

Data populates from the **Faculty Development Activities Attended** screen.

C. Evaluate briefly your most important accomplishments in Research, Creative Works, and Other Scholarly Effort during this last calendar year:

Data populates from coordinating field on the **Annual Report Summary** screen.
III. SERVICE

A. Advising, counseling and other student activities (e.g. assisting students in your program; serving as a faculty advisor to a student organization; recruiting students to the University or to a program; placing students in graduate programs at UTSA or elsewhere):

Data populates from:

- the Academic Advising screen, and
- the Department (Service) screen, where Position/Role is "Faculty Advisor," "Faculty Mentor," or "Student Placement," and
- the College (Service) screen, where Position/Role is "Faculty Advisor," "Faculty Mentor," or "Student Placement," and
- the University (Service) screen, where Position/Role is "Faculty Advisor," "Faculty Mentor," "Student Org Advisor (Non-Professional Org)," "Student Org Advisor (Professional Org)," or "Student Placement," and
- the UT System (Service) screen, where Position/Role is "Faculty Advisor," "Faculty Mentor," "Student Org Advisor (Non-Professional Org)," "Student Org Advisor (Professional Org)," or "Student Placement," and
- the Directed Student Learning (e.g., theses, dissertations) screen, where Involvement Type is "TA Supervision" or "Other."

B. Service to the Community involving your students (e.g. student internships in local organizations; student assistance in research projects for community/business/governmental organizations):

Data populates from the Public (Service) screen, where Did this activity involve your students" is "Yes."

C. Administrative and Committee Service to the Department, College and University:

Data populates from:

- the Administrative Assignments screen, and
- the Department (Service) screen, where Position/Role is not "Faculty Advisor," "Faculty Mentor," or "Student Placement," and
- the College (Service) screen, where Position/Role is not "Faculty Advisor," "Faculty Mentor," or "Student Placement," and
- the University (Service) screen, where Position/Role is not "Faculty Advisor," "Faculty Mentor," "Student Org Advisor (Non-Professional Org)," "Student Org Advisor (Professional Org)," or "Student Placement," and
- the UT System (Service) screen, where Position/Role is not "Faculty Advisor," "Faculty Mentor," "Student Org Advisor (Non-Professional Org)," "Student Org Advisor (Professional Org)," or "Student Placement," and
- the Other Instructional Activities screen, where Audience is “Internal to UTSA” or “Both Internal and External to UTSA.”

D. Honors, awards and special recognition received during reporting period (include offices held in learned societies, fellowships, and new memberships in learned societies in which elections are on elective basis; new listings in Who’s Who in America or similar publications):

1. Special Recognition and Honors:

Data populates from the Awards, Honors, and Biographical Listings screen.

2. Memberships in Scholarly or Professional Organizations:

Data populates from the Professional Memberships screen.
E. Public service to the community, state, and nation:

1. Public service to the community, state, and nation based on your professional expertise. Explain the nature and significance of each service activity:

   Data populates from:
   - the Professional (Service) screen, and
   - the Other Instructional Activities screen where Audience is “External to UTSA” or blank, and
   - the Media Contributions screen.

2. Other public service not based on your professional expertise (e.g. membership or holding office in an organization unrelated to your academic role--church boards, scouting or athletic organizations, etc.):

   Data populates from the Public (Service) screen, where Did this activity involve your students” is “No” or blank.

F. Evaluate briefly your most important accomplishments in service during this past calendar year.

   Data populates from coordinating field on the Annual Report Summary screen.

Consulting Activities

Business, professional, or governmental activities for which you received remuneration during reporting period:

Data populates from:
- the Academic, Government, Industry, Military and Professional Positions screen where Experience Type is not “Academic – P-12” or “Academic – Post-Secondary,” and
- the Consulting screen where Compensated or Pro Bono? is “Compensated” and
- the External Connections and Partnerships screen where Compensated or Pro Bono? is “Compensated.”

Business, professional, or governmental activities for which you did not receive remuneration during reporting period:

Data populates from:
- the Consulting screen where Compensated or Pro Bono? is “Pro Bono” or does not have a value, and
- the External Connections and Partnerships screen where Compensated or Pro Bono? is “Pro Bono” or does not have a value.

Evaluate the relationship of each of the above items to your area(s) of professional expertise.

Data populates from coordinating field on the Annual Report Summary screen.

Performance Appraisal Summary

Data populates from coordinating field on the Annual Report Summary screen.

Signature

Data populates from coordinating field on the Annual Report Summary screen.