EXAMPLES OF FACULTY ACTIVITY REPORTS

1. College: Lundquist School of Business

FACULTY ACTIVITIES REPORT
LUNDQUIST COLLEGE OF BUSINESS
UNIVERSITY OF OREGON
(Revised 07/05)

Name: _________________________________________________

Academic Title _________________________________________

Reporting Period: September 16, 2004 to September 15, 2005

TEACHING AND INSTRUCTION
A. Course Information: List all courses taught during the period and provide a course syllabus and sample examinations (e.g., midterm or final) for each preparation.

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<th>Fall 2004</th>
<th>Winter 2005</th>
<th>Spring 2005</th>
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<td>Course</td>
<td># Students</td>
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B. Integration of Specific Skills and Topics into Courses: The LCB intends that certain skills and understanding be developed in our curriculum. Please describe specifically the ways in which the following are included in your classes.

1. Experiential Learning

2. Communication

3. Ethics

4. Technology
C. Dissertation Committees and other Involvement with Ph.D. Students:

<table>
<thead>
<tr>
<th>Candidate Name and Department</th>
<th>Committee Role</th>
<th>Completed During Period</th>
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<td>Chair</td>
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Please list any other projects involving doctoral students.

D. Textbooks, Cases, Business Simulations, and other Instructional Materials you developed or published: For each entry, provide the full title, author(s), edition, publisher, status (e.g., completed or in progress) and submit one copy of all materials listed. The materials submitted will be returned.

E. Other Instructional Activities Not Listed Above (e.g., Executive Education, OEMBA, Masters and Honors Theses, Independent Studies, Summer School) (List by term, describe activity, and indicate number of students).
RESEARCH ACTIVITIES
A. Articles Accepted for Publication in Refereed Journals: List title, author(s), and journal. Submit one copy of each entry.

B. Research Oriented Books and Chapters in Edited Books or Annual Series: For each completed book or chapter, provide full title, publisher, and submit one copy of each. Books will be returned.

C. Articles Submitted for Publication: List title, author(s), journal, and current status.

D. Papers Accepted for Publication in Non-Refereed Journals and Outlets: List title, author(s), and outlet. Submit one copy of each entry.

E. Grant Proposals Submitted for Funding or Funded: List title of proposal, funding agency, and status of proposal (e.g., under review, funded, rejected). Submit one copy of each entry.

F. Work in Progress: List separately, with authors, titles, and outlets, competitive papers presented at professional meetings or under review for placement on a program, working papers, & research projects in progress.

G. Interdisciplinary Research: List research projects crossing disciplinary lines and/or involving researchers in other disciplines.

H. Comments and Other Research-Related Activities: List presentations at professional meetings, invited presentations, book reviews, etc. Provide a copy of each listing if applicable.
SERVICE ASSIGNMENTS
A. Committee and Administrative Assignments: List all university, LCB, and departmental committee and administrative assignments and dates of appointment.

B. Professional Service: List committee memberships and offices held in professional organizations, editorial board memberships, and other professional activities.

C. Contacts with Business: Briefly describe substantive contacts with businesses during the reporting period that will impact your scholarship and your teaching.

D. Other Service Activities Not Listed Above, Including Development, Consulting, Media Relations, and Speaking Engagements (Briefly describe each activity).
PROFESSIONAL DEVELOPMENT
Please list activities you have undertaken during the reporting period that contributed to your overall professional development. Professional development activities might include attending professional conferences, attending workshops on teaching or research methods, attending company-sponsored training programs, and other activities that have enhanced your research and teaching skills.

ACCOMPLISHMENTS AND GOALS
A. List the two or three most important accomplishments or contributions you have made to the LCB, profession, and/or business practice during the review period.

B. List any awards or special recognition you have received during the period.

C. List your goals or objectives for the coming year.
Please submit a Curriculum Vita that is current through the end of the reporting period. The information provided herein is correct and accurate to the best of my knowledge.

______________________________
Faculty Signature Date

For Evaluator Use
Per AASB standards and Lundquist College policies the faculty member is:

☐ Academically Qualified   ☐ Professionally Qualified   ☐ Other

Basis for designation:
REPORT ON PROFESSIONAL ACTIVITIES
PROGRAM IN COMPARATIVE LITERATURE

RESEARCH ACCOMPLISHMENTS

Manuscript/Books
indicate publication status

Published Essays:
indicate nature of venue (i.e. refereed journal, book chapter, etc.)

Conference Presentations:

Grants/Awards
TEACHING

Courses taught:
indicate also any challenges met (e.g. large lecture course; first time course; innovative materials)

Dissertation/BA thesis committees:
list name of student, years on committee, position on committee

SERVICE

Departmental:

University:

Local/National:
list only those commitments that relate to professional activities
3. College: College of Arts and Sciences  
Division: Social Sciences  
Program: Anthropology

FACULTY ACTIVITY REPORT (F.A.R.)

Faculty Name: 
Reporting Time Frame: October 15, 2004 – October 15, 2005

I. RESEARCH

A. Grants
1. Grants received
2. Grants applied for
3. Grants under development

B. Publications [Please indicate whether contributions are peer-reviewed. Also, please provide full authorship details]

1. Publications appearing in print
   i. Journal articles
   ii. Book chapters
   iii. Book
   iv. Site Reports
   v. Technical Reports
   vi. Annual Reports
   vii. Book reviews
   viii. Published abstracts
   ix. Other

2. Publications in press [Please use same categories as above (i.e., i - viii)]

3. Publications under review [Please use same categories as above (i.e., i - viii)]

C. Research Activity
   i. Present and on-going research projects
   ii. Plans for future research projects
   iii. Manuscript preparation
   iv. Data analysis
   v. Consultancies

D. Invited Lectures
E. Conferences attended and papers presented

II. TEACHING

A. Scheduled Teaching
   i. Courses taught
   ii. New courses prepared
   iii. Student Credit Hours (SCH; = 4 credit x #students/class) for all courses taught during regular academic year

B. Unscheduled Teaching
   i. Reading classes
   ii. PLEs
   iii. Honors theses

C. Undergraduate Advising
D. Graduate Advising
   i. Advisees
   ii. Graduate student committees
       • Comprehensive Exams, Masters, Doctoral
E. Teaching-Related Activities
   i. Teaching workshops attended
   ii. Development of class-related www-sites, videos, other multi-media materials
   iii. Preparation of laboratory manuals
   iv. Preparation of PLEs
   v. Other

III. SERVICE
    A. Department
    B. University
    C. Professional
    D. Community