

**THE UNIVERSITY OF TOLEDO**  
**ANNUAL REPORT OF PROFESSIONAL ACTIVITIES**

**Academic Year:**

**Name:**

**Department:**

**Faculty Rank:**

**Year of Appointment:**

**Year Last Promoted:**

**Highest Degree:**

**Year Received:**

**I. TEACHING (OR SERVICE AS A LIBRARIAN):**

**A. Scheduled Courses:**

Credit hours are course credit hours; contact hours are the actual number of hours you meet your class each week, e.g., 155-334. 4 credit hours. 5 contact hours.

Fall Semester <i>(Add Year)</i>			Spring Semester <i>(Add Year)</i>		
Course Number	Number of Credit Hours	Number of Contact Hours	Course Number	Number of Credit Hours	Number of Contact Hours

**B. Advising:**

**Graduate:**

**No. of Advisees:**

**Undergraduate:**

**No. of Advisees:**

*NOTE: Whenever you need more space, write "See Attached Sheet" and append same to report.*

**C. Other Teaching Activities:**

Work with Honors students; direction of independent readings and/or research; direction of theses and dissertations; development of new courses; librarian service.

**II. PROFESSIONAL ACTIVITY:****A. Publications:**

Distinguish among books, articles, book reviews, abstracts, newsletters, etc. List complete citation including names of co-authors, date and complete pagination. Indicate whether journals are refereed (R). Attach copies of letters of acceptance. Please indicate whether any of the listings below have been previously reported (PR) in another category.

1. **Submitted:**2. **Accepted:**3. **In Press:** [i.e., in galley proof]4. **Published:**

*NOTE: Whenever you need more space, write "See Attached Sheet" and append same to report.*

- B. **Papers Presented at Professional Meetings:**  
Provide complete citation. Specify the nature of the association (State, Regional, National, or International) and designate papers as (C) competitively selected, (I) invited, or (V) volunteered.
- C. **Other Current Research and Scholarly Activity:**  
List research in progress; grants received (include name of granting agency, grant duration and if new or renewal); grant proposals submitted. Show how progress has been made since last report.
- D. **Performances and Other Artistic Endeavors:**  
List with place, date and include published programs, etc.

### III. SERVICE:

- A. **Department, College, and University Service:**  
List specific committees. Provide evidence of level of effort and participation.
- B. **Participation in Organizing or Running Professional Meetings:** Indicate role.

*NOTE: Whenever you need more space, write "See Attached Sheet" and append same to report.*

C. **Other Professional Activities:**  
 Offices held in professional and honorary societies, reviewing and refereeing of articles and grant proposals, editorship and membership on editorial boards, etc.

D. **Lectures at Workshops or Non-credit Courses:**  
 List dates, places and other circumstances.

E. **Unpaid Consulting Assignments of a Professional Nature:**  
 List nature, dates and other circumstances.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

-----

This report  does  does not meet expectations per AFWA. If not, attach an explanation.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*Department Chair*

*NOTE: Whenever you need more space, write "See Attached Sheet" and append same to report.*