**University of Alaska Fairbanks**

**COMPREHENSIVE POST-TENURE REVIEW**

**CUMULATIVE ACTIVITIES REPORT**

**For CES FACULTY**

*Instructions: R*espond to each section of this Activities Report as completely as possible, covering the prior six years of your faculty appointment.

If you have any questions, please consult with your dean or director, or contact the Office of the Provost.

**1. Personal Information**

|  |  |  |
| --- | --- | --- |
| **Name** | **Academic Title** | **Department/Division** |
|  |  |  |

**2. Workload Summary**

|  |  |  |  |
| --- | --- | --- | --- |
| **Year** | **Teaching** | **Research** | **Service (1)** |
|  | Percentage: | Percentage: | Percentage: |
|  | Units: | Units: | Units: |

**(1)** Include management under service.

**3. Teaching**

**Table 3.1: Instructional Activities**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Campus/**  **Semester** | **Course Name,**  **Number & Title** | **M/I**  **(1)** | **Credit**  **Hours** | **Contact**  **Hours** | No. of Students | **Shared**  **(2)** | **KNWL Area Codes** |
|  |  |  |  |  |  |  |  |
| **Totals** |  |  |  |  |  |  |  |

**(1)** Multistate (M) or integrated (I) activity: place an M and/or an I in the space to indicate if the activity involved more than one state (multistate) and/or integrated research and Extension (integrated).

**(2)** Name(s) of instructors if course is team-taught.

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**Table 3.2: Instructional Activities – Non-credit (instructor) (1)**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Date** | **Class Title** | **M/I** | **Location** | Hours | **KNWL Area Codes** | **Total Partici- pants** |
|  |  |  |  |  |  |  |
| **Totals** |  |  |  |  |  |  |

1. A non-credit instructional activity that is taught by the faculty member. These instructional activities are developed from research-based information and could include a student evaluation of the class.

**Table 3.3: Instructional Activities – Non-credit (leadership in arranging) (1)**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Date** | **Class Title** | **M/I** | **Location** | Hours | **KNWL Area Code** | **Total Partici- pants** |
|  |  |  |  |  |  |  |
| **Totals** |  |  |  |  |  |  |

**(1)** A non-credit instructional activity that is arranged or coordinated by the faculty member. In Extension this could include classes, conferences, workshops or other instructional activities (specify) sponsored and coordinated by the Extension faculty where other experts are the instructors.

**Table 3.4: Curriculum Development**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Date** | **Curriculum Title** | **M/I** | **Author(s) &**  **Collaborator(s)** | **Purpose**  **(1)** | **Hours** | KNWL Area Codes |
|  |  |  |  |  |  |  |
| **Totals** |  |  |  |  |  |  |

**(1)** The purpose of this curriculum development was: new curriculum; major revision; periodic update.

**Table 3.5: Graduate Committee Chair**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Date** | **Student Name** | **Campus/Degree Sought** | **Student Status (1)** | Hours | **KNWL Area Codes** |
|  |  |  |  |  |  |
| **Totals** |  |  |  |  |  |

**(1)** Active, inactive or graduated (if graduated indicate year degree was awarded).

**Table 3.6: Student Advising - Graduate or Undergraduate**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Date** | **Student Name**  **& Status**  **(1)** | **Degree Sought** | **Type**  **(2)** | Hours | **KNWL Area Codes** |
|  |  |  |  |  |  |
| **Totals** |  |  |  |  |  |

**(1)** Active, inactive or graduated (if graduated indicate year degree was awarded).

**(2)** Member of graduate, undergraduate or senior thesis committee; individual advising of graduate students.

**4. Research, Scholarly and Other Creative Activities**

**Table 4.1: Publications from Original Research**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Date Published** | **Citation**  **(1)** | **M/I** | **Type**  **(2)** | **Review**  **(3)** | **Level of Outreach**  **(4)** | **Hours** | **KNWL Area Codes** |
|  |  |  |  |  |  |  |  |
| **Totals** |  |  |  |  |  |  |  |

**(1)** Give full citation, including all co-authors.

**(2)** Published journal articles, abstracts, conference proceedings, books, pamphlets, publications, guides, technical manuals, reports or other published documents that are based on original research.

**(3)** Type of review: peer, editor or board of editors, conference committee, conference session chair, or other (specify).

**(4)** Potential audience for publication: state, national, international, universe.

**Table 4.2: Non-Journal Publications from Original Research**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Date Published** | **Citation**  **(1)** | **M/I** | **Type**  **(2)** | **Review**  **(3)** | **Level of Outreach (4)** | **Hours** | **KNWL Area Codes** |
|  |  |  |  |  |  |  |  |
| **Totals** |  |  |  |  |  |  |  |

**(1)** Give full title of publication, name of publisher and all authors and co-authors.

**(2)** Published Extension publication, pamphlets, guides, technical manuals, reports, conference proceedings, or other documents that are based on original research.

**(3)** Type of review: peer (Alaska and/or other states), conference committee, conference session chair, or other (specify).

**(4)** Potential audience and distribution for publication: state, national, international, universe.

**Table 4.3: Publication in PRESS (1)**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Date Published** | **Citation**  **(2)** | **M/I** | **Type**  **(3)** | **Review**  **(4)** | **Hours** | **KNWL Area Codes** |
|  |  |  |  |  |  |  |
| **Totals** |  |  |  |  |  |  |

**(1)** List those publications for which all editorial work is complete and awaiting scheduled publication.

**(2)** Give full title of publication, name of publisher and all authors and co-authors.

**(3)** Any type (journal, abstract, Extension, report, etc.) of publication from original research.

**(4)** Type of review: peer (Alaska and/or other states), conference committee, conference session chair, or other (specify).

**Table 4.4: Professional, Creative Activities**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Date** | **Nature of Activity/Title**  **(1)** | **M/I** | **Participating Individual(s)** | **Level of Activity**  **(2)** | **Hours** | KNWL Area Codes |
|  |  |  |  |  |  |  |
| **Totals** |  |  |  |  |  |  |

**(1)** List activities that are original creations or from original research, such as: performances, exhibits, presentations, audio/video recordings, computer programs, musical compositions, poems, concert performances.

**(2)** Local, regional, state, national, international.

**Table 4.5: Sponsored Projects/Commissions Received**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Date Granted & Duration** | **Names**  **(1)** | PI or Co-PI | **Project Title** | **M/I** | **Grant Sponsor** | Grant Amount | KNWL Area Codes |
|  |  |  |  |  |  |  |  |
| **Totals** |  |  |  |  |  |  |  |

**(1)** Include names of all investigators.

**Table 4.6: Other Scholarly Work in Progress**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Date** | **Nature of Activity**  **(1)** | **Names**  **(2)** | **Publication/Project Title** | **M/I** | **Hours** | KNWL Area Codes |
|  |  |  |  |  |  |  |
| **Totals** |  |  |  |  |  |  |

**(1)** Document scholarly work in progress. This will include but is not limited to: proposals pending, proposals in preparation, proposals denied during review period, manuscripts at all stages up to IN PRESS, unfunded projects/activity.

**(2)** Names of PI/Co-PI, author, co-author(s) or collaborators on proposals, manuscripts or projects/activities.

**Table 4.7: Conference/Meeting Participation**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Date** | **Conference Name** | Type(1) | **Title** | **Names**  **(2)** | **M/I** | KNWL Area Codes | Total Partici-pants |
|  |  |  |  |  |  |  |  |
| **Totals** |  |  |  |  |  |  |  |

**(1)** Type of presentation or activity could include: poster session, roundtable, formal presentation or other (specify) from original research.

**(2)** Names of presenter(s).

**5. Public, University and Professional Service**

**Table 5.1.1: Public Service (1): Presentation to Groups, Agencies or Organizations**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Date** | **Title of Presentation** | M/I | **Name**  **(2)** | **Location** | **Level of Activity (3)** | **Hours** | KNWL Area Codes | Total Partici-pants |
|  |  |  |  |  |  |  |  |  |
| **Totals** |  |  |  |  |  |  |  |  |

**(1)** Public service: in organized, non-remunerative, educational and consultative activities which devolve from a faculty member’s professional expertise and further the interests or prestige of the university.

**(2)** Name of group, agency or organization to whom the presentation was given.

**(3)** Your role in the presentation: **presented**, OR **arranged** by the faculty member.

**Table 5.1.2: Public Service: Consultations with Individuals, Groups, Agencies or Organizations**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Date** | **Subject** | Individual or Name(1) | **Type of Consultation (2)** | **M/I** | **Hours** | KNWL Area Codes | Total Partici-pants |
|  |  |  |  |  |  |  |  |
| **Totals** |  |  |  |  |  |  |  |

**(1)** Enter who the consultation was with: an **individual** OR **name of** group, agency or organization. Do not enter an individual’s actual name, just enter the word **individual.**

**(2)** What type of consultation occurred: phone, e-mail, face-to-face, etc.

**Table 5.1.3: Public Service: Popular Media – Newspaper and Magazine Articles**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Date Published** | **Title** | Author or Resource (1) | **M/I** | **Publication**  **(2)** | **Circulation (3)** | Hours | KNWL Area Codes |
|  |  |  |  |  |  |  |  |
| **Totals** |  |  |  |  |  |  |  |

**(1)** Were the newspaper or magazine articles **authored** by you OR were you a **resource** to the reporter/author.

**(2)** Name of newspaper or magazine.

**(3)** Number of subscribers or readers of the newspaper or magazine.

**Table 5.1.4: Public Service: Publications, DVDs, Web Modules and Websites**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Date Published/Released** | **Title** | Author(s) | **M/I** | **Type**  **(1)** | **Review**  **(2)** | **Distribution (3)** | Hours | KNWL Area Codes |
|  |  |  |  |  |  |  |  |  |
| **Totals** |  |  |  |  |  |  |  |  |

**(1)** What kind of publication is this: newsletter (electronic and/or printed), DVD, web-based modules, websites, fact sheet, bulletin, pamphlet, technical publication, guide or other (specify).

**(2)** Kind of review, if applicable: peer (specify Alaska or other states), district, other (specify).

**(3)** Local, district, state, national, international.

**Table 5.1.5: Public Service: Publications – Journal Articles Not from Original Research**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Date Published** | **Citation**  **(1)** | **M/I** | **Type**  **(2)** | **Review**  **(3)** | **Distribution (4)** | Hours | KNWL Area Codes |
|  |  |  |  |  |  |  |  |
| **Totals** |  |  |  |  |  |  |  |

**(1)** Give full citation including: title, publisher, issue, author(s) and co-authors.

**(2)** Published journal articles, abstracts, conference proceedings or other published documents that are not from original research.

**(3)** Kind of review: peer, editor or board of editors, conference committee, conference session chair, or other (specify).

**(4)** Potential audience for publication: state, national, international, universe.

**Table 5.1.6: Public Service: Television and Radio**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Date Aired** | **Program Title** | **M/I** | **Type**  **(1)** | **Station/**  **Location**  **(2)** | **Program**  **Duration (3)** | Hours (4) | KNWL Area Codes |
|  |  |  |  |  |  |  |  |
| **Totals** |  |  |  |  |  |  |  |

**(1)** Program, public service announcement, interview, demonstration, other (specify).

**(2)** Station call letters and location.

**(3)** Duration, in minutes, of television or radio program, public service announcement, interview or other.

**(4)** Time spent in preparation and recording.

**Table 5.1.7: Public Service: Paraprofessional and Volunteer Programs Supervised by Faculty (1)**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Date** | **Title**  **(2)** | **M/I** | **Hours (3)** | Audience Type & Location(4) | **Number**  **Paraprofs/Volunteers (5)** | **Faculty**  **Hours (6)** | KNWL Area Codes | **Total Partici-pants (7)** |
|  |  |  |  |  |  |  |  |  |
| **Totals** |  |  |  |  |  |  |  |  |

**(1)** The purpose of this table is to document the educational outreach activities of volunteers and paraprofessionals whose programs are supported by faculty.

**(2)** Titles could include: consolidated categories of programs or activities for FSNEP, EFNEP, Master Gardeners, Master Food Preservers, 4-H volunteer leaders, FCE volunteers, other (specify) **OR** the title of a specific program, class, presentation or activity carried out by volunteers or paraprofessionals.

**(3)** The amount of time (hours) the volunteers or paraprofessionals spent carrying out the program or activity.

**(4)** Indicate if the audience was a specific agency, organization, group or the general public and the location (city) where the program or activity was offered.

**(5)** Document the number of paraprofessionals or volunteers who provided leadership or instruction for the program or activity.

**(6)** Document the number of faculty hours spent in providing subject matter support, supervision, or general oversight of the paraprofessional(s) or volunteer(s) programs or activities.

**(7)** Document the number of participants in the program or activity offered by the volunteer(s) or paraprofessional(s).

**Table 5.2: University Service (1)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Date/**  **Duration** | **Activity** | **M/I** | **Your Role** | Hours | **KNWL Area Codes** |
|  |  |  |  |  |  |
| **Totals** |  |  |  |  |  |

**(1)** University service: as program chair or department head; service on administrative and governance committees; service on collective bargaining unit committees or elected office; and other tasks as deemed necessary by the university. In Extension examples include but are not limited to: office coordinator; member or chair of a search committee; coordination or participation in district or state needs assessments; supervision of paraprofessionals or administrative staff; leadership or participation in program planning meetings; coordination and/or representation at state fair and health fair booths; Extension representative or liaison to other agencies, organizations, University of Alaska MAUs or CSREES/USDA committees; UAF committee such as faculty senate, faculty appeals, comprehensive review, promotion and tenure review or post-tenure review; and other (specify). Activities in this category **do not** require the specific professional expertise of the faculty member for participation.

**Table 5.3: Professional Service (1)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Date/**  **Duration** | **Activity** | **M/I** | **Your Role** | Hours | **KNWL Area Codes** |
|  |  |  |  |  |  |
| **Totals** |  |  |  |  |  |

**(1)** Professional service: on grant, journal, or accreditation review boards, or as an ad hoc reviewer, in the faculty member’s area of expertise; as an officer in a professional society; organizing and/or chairing conferences, symposia, seminars, etc.; editing journals, books, special volumes of papers, etc. In Extension activities could include: peer review of publications; peer review of storyboards or scripts for DVDs and web-based modules; peer review of teaching and curriculum; faculty mentoring committee; and other (specify). Activities in this category require a faculty member’s professional expertise for participation.

**6. Professional Development**

**Table 6.1: Professional Development: Conferences and Meetings**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Date** | **Conference Title** | **Location** | **Hours** | **Your Role** |
|  |  |  |  |  |
| **Totals** |  |  |  |  |

**Table 6.2: Professional Development: Formal Education**

|  |  |  |  |
| --- | --- | --- | --- |
| **Date** | **Course Title/Activity** | **Institution** | **Credits** |
|  |  |  |  |
|  |  |  |  |

**Table 6.3: Professional Development: Membership in Professional Organizations**

|  |  |  |
| --- | --- | --- |
| **Date(s)** | **Organization** | **Your Role** |
|  |  |  |
|  |  |  |

**7. Honors and Awards**

**Table 7.1: Honors and Awards**

|  |  |  |  |
| --- | --- | --- | --- |
| **Date** | **Honor or Award** | **Presented By** | **Reason for Honor/Award** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |