

The University of Georgia
College of Agricultural and Environmental Sciences

Faculty Activity and Planning Summary Report
(Report Due February 1)

1. VITA

NAME: _____ DATE: _____

DEPT: _____ PRESENT RANK: _____

Date of Appt.: _____

Post Tenure Review: Yes _____ No _____ Results: Sat. _____ Unsat. _____

Appointment:

% Salary Budgeted:	Instr. _____	Res. _____	Ext. _____	Outreach _____
Your Estimate:	Instr. _____	Res. _____	Ext. _____	Outreach _____
				Admin. _____

2. PROFESSIONAL AND PROFESSIONAL SOCIETY ACTIVITIES

- a. Professional meetings attended, papers given at meetings, and lectures given to professional groups or institutions (give complete citations).
- b. Current membership in professional and honorary societies/journals.
- c. Current international, national, regional, and local offices, committee membership, and other special assignments in professional societies.
- d. Honors, awards, special recognition, invited presentations, study leave or specialized training at other institutions.
- e. External reviewer of grants, manuscripts, panels, and programs (Identify agency and number reviewed).

3. CONTRIBUTIONS IN TEACHING

- a. Undergraduate courses taught and student enrollment (List and attach student and/or peer evaluations).
- b. Graduate courses taught and student enrollment (List and attach student or peer evaluations).

- c. New courses or major revisions of existing courses (explain):
 - i. New course materials developed
 - ii. Honors or awards received by your graduate student(s)
 - iii. Instructional grants
- d. Distance education or lifelong learning activities (short-courses, etc.).
- e. List M.S. and PhD. students that you are advising and give expected date of graduation (place asterisks by those of which you serve as major professor).
- f. Other instructional activities, professional improvement/development activities related to instruction, student academic advising, and club activities.

4. CONTRIBUTIONS IN EXTENSION OR OUTREACH

- a. Mass media and visual aids (programs presented or materials developed).
- b. Continued educational programs at Continuing Education/Rural Development Centers and other colleges and or universities in which you participated.
- c. In-service training that you conducted for agents or other professionals.
- d. Statewide meetings initiated and/or conducted (e.g. workshops or short courses).
- e. Local or county educational meetings initiated and/or conducted (e.g. workshops or short courses).
- f. Industry groups or organizational meetings attended as advisor, liaison, or public relations (e.g. commodity group/trade association).
- g. Other pertinent extension or outreach activities.

5. PUBLICATIONS AND OTHER CREATIVITY RELATED TO RESEARCH, TEACHING, EXTENSION OR OUTREACH ACTIVITIES (published in the previous year, not submitted or in press (except for item "b"). Some materials may be dated earlier if lag between publication and availability. Please provide complete citation).

- a. Refereed journal articles and Extension Bulletins published.
- b. Refereed journal articles and Extension Bulletins in review or in press (list only those for which you have documentation of acceptance).
- c. Books, book chapters, and proceeding chapters.
- d. Published abstracts and other non-refereed retrievable materials (i.e. can be obtained from a typical library).

- e. Other non-refereed materials (fact sheets, monograms, articles in popular press, slide sets, circulars, etc.).
- f. Computer programs, web-based communications, etc.

6. GRANTS AND CONTRACTS

- a. Grants, gifts, contracts (PI's date awarded, title agency, duration, amount of award, amount of award to you if multiple PI's).
- b. Proposals submitted in last year that were either not funded or remain under review (indicate current status).
- c. Intellectual property (patents, variety releases, or specialized test development, and others during the past calendar year).

7. CONTRIBUTIONS TO GOVERNANCE (Departmental, College, University or Service). Describe the nature of the activity and duration of appointment.

8. SIGNIFICANCE OF ACTIVITIES

- a. Briefly describe your three most significant activities or achievements in the last calendar year.
- b. Attach a copy of an impact/success statement for an aspect of your program.

9. CONSULTING (list organization and location only).

10. OTHER ACHIEVEMENTS OR ACTIVITIES YOU WISH TO BE CONSIDERED