**COLLEGE OF ARTS AND SCIENCES**

**FACULTY ACTIVITIES REPORT (FAR)**

**FULL PROFESSORS
WHO ELECT TO SUBMIT SUPPORTING MATERIALS ON GOOGLE DRIVE[[1]](#footnote-1)**

**SEPTEMBER, 1 20XX – AUGUST 31, 20XX**

1) Please upload to Interfolio by October 1: an electronic copy of your completed FAR and an electronic copy of your most recent CV. The General Information section below must include a working link to your Google Drive folder of supporting materials. Supporting materials should include (a) an electronic copy of your CV; (b) evidence supporting your teaching (numerical and narrative course evaluations, along with other materials pertinent to your contributions to student learning); and (c) evidence supporting your professional activity and/or scholarship (publications, papers, conference schedules, performance programs, exhibition catalogues, and the like).

2) Please note that this FAR seeks to gather information that is useful in the evaluation process; excessive information may obscure your *major* contributions. Make entries only where appropriate. You may delete all categories not applicable to you as well as the descriptors that follow the categories.

3) *Diversity, Equity, and Inclusion:* Beginning in 2021-22, the College FAR requests explicit information about your contributions in the area of Diversity, Equity, and Inclusion, in order to recognize this valuable work. Please read the italicized explanations below I-V, and the FAR DEI Supplement (available on the College internal website below the FAR forms), for directions.

**I. GENERAL INFORMATION**

**Name:**

**Academic rank:**

**Department:**

**Number of years on the SCU Faculty:**

**Link to Google Drive folder of Supporting Materials:**

**Professional qualifications and development.** (Please list “short courses,” sabbaticals, professional leaves, or other programs in which you participated that were designed to bring faculty up-to-date in your discipline. List, too, any academic degrees or certificates earned over the period covered by this report.)

**II. TEACHING**

*Please include substantive activities related to diversity, equity, and inclusion in teaching and advising. Mark these activities with* \*D *at the beginning of the entry, and include explanations as necessary to clarify the nature and impact of the contribution.*

**1. Courses and laboratories.** (Please indicate team-taught courses with \* and courses for which extra compensation was received with \*\*. Please include summer courses.)

Term Course No. Course Title Units Beginning Enrollment End Enrollment

**2. Course reductions.** (Please explain any course releases or reduction in normal teaching load. For releases not related to a leave of absence, include a description of your course release duties, accomplishments or work product.)

**3. Prizes or awards for teaching.** (Please include the name and purpose of the award, organization presenting the award, and the date.)

**4. Teaching and Advising and Mentoring of Undergraduate Research**. (All faculty are expected to continue to revise and enhance their courses, to use the best pedagogical methods, to teach courses they are assigned, to carry out effective mentoring and advising, to assess student learning in their courses effectively, and to participate actively in enhancing the teaching and learning goals and initiatives of the department, college, and university. Please list the ways in which your efforts have contributed to teaching, learning, curricular development, and advising. Where appropriate, teaching may include student participation in faculty research. If you mentored or did research with students, please include the following information about the student: name, year, major, title of project, an estimate of the total hours you spent on the project, and, if funding was provided, include the name of the funding agency/foundation.)

**III. SCHOLARSHIP**

*Please include substantive contributions related to diversity, equity, and inclusion in your professional activity and scholarship. Mark these activities with* \*D *at the beginning of the entry, and include explanations as necessary to clarify the nature and impact of the contribution. The Dean's Office recognizes that some research and creative activity addresses these concerns more explicitly than others.*

**1a. Publications.** (Please provide a complete bibliographic citation for all scholarly or creative works published during this evaluation period, including conference papers published as proceedings. Please provide the acceptance rate and journal impact factor for journal articles and a very brief description of the publication: national or regional? research or pedagogical? refereed or invited? Please describe your contribution if the publication or creative work has multiple authors or collaborators. Forward one copy of each publication to your Chair.)

**1b. Performances or exhibitions.** (Please list all performances or exhibitions during the evaluation period and provide a very brief description of the venue.)

**1c. Papers and Invited Addresses.** (Please list here all papers presented at professional meetings or at other universities.)

**2. Work accepted for publication but not yet published.** (All publications “count” just once; if your department counts these works as completed works, please note they cannot be double counted when they are published.)

**3. Research or artistic production in progress.** (Please note the percentage of the project completed. This category includes work submitted for publication but not yet accepted.)

**4. Plans for scholarly work, research, or artistic performance.** (This category is primarily intended for probationary faculty.)

**5. Grant applications.** (Please include title, sponsor, amount requested, date submitted and status of request.)

**6. Prizes or awards for scholarly and artistic work.** (Please include the name and purpose of the award, organization presenting the award, and the date.)

**IV. FACULTY SERVICE**

*Please include substantive activities related to diversity, equity, and inclusion in your service work. Mark these activities with* \*D *at the beginning of the entry, and include explanations as necessary to clarify the nature and impact of the contribution.*

In this section, please give some indication of the time commitment of the activity involved. For example, did a committee meet weekly, monthly, or once per term? Give a very brief assessment of the significance of the activity. Please include dates and other pertinent information. When listing committees, please provide the name of the Chair, and approximate number of hours spent on the work.

**1. Major university, college and departmental service.

2. Administrative Service:** (i.e., chair, provost’s office, director) Include number of releases received,
 the list of duties and accomplishments for period under review.

**3. Major professional service.**

**4. Major community service.**

**5. Prizes, awards or recognitions of service contributions.** (Please list the name and purpose of the
 award, organization making the award, and the date.)

**V. OTHER PERTINENT INFORMATION**

*Please include substantive activities related to diversity, equity, and inclusion in teaching and advising. Mark these activities with* \*D *at the beginning of relevant entries, and include explanations as necessary to clarify the nature and impact of the contribution. This section should include additional activities to advance DEI that are not included in teaching, scholarship/creative activity, and service sections above.*

1. This is an option for full professors in the College of Arts and Sciences only, and only through this Faculty Activities Report. Beginning in the fall term when you submit this FAR, you will need to begin using Faculty180 to upload evidence of your teaching, scholarship or creative productions, and service. [↑](#footnote-ref-1)