**Name:**  **Date of Report:**

**Department: Date of Employment at UC:**

**I. Education and Professional Experience *(see SOPA Guidance document)***

**A. Degrees and Certifications (most recent first with inclusive dates, include name of institution)**

**B. Positions (most recent first with inclusive dates, include name of institution)**

**II. Teaching *(see SOPA Guidance document)***

**A. Courses Taught (by course number and name; most recent first with inclusive dates)**

**1. At Utica College**

**- Since Last Review (as appropriate)**

**- Prior to Last Review**

**2. At Other Institutions (Provide Name of Institution)**

**- Since Last Review (as appropriate)**

**- Prior to Last Review**

**B. Advising, Curriculum Development, and Other Teaching Activities (most recent first with inclusive dates)**

**- Since Last Review (as appropriate)**

**- Prior to Last Review**

**C. If your teaching load deviates from the typical 24 load hours per contract year as defined by the** [**2015-2020 AAUP-UC Collective Bargaining Agreement (CBA)**](http://www.utica.edu/academic/facultyinfo/media/Utica%20College%20AAUP%20Contract%202015%20-%202020.pdf) **please list and clarify deviations (by semester, most recent first with inclusive dates)**

**- Since Last Review (as appropriate)**

**- Prior to Last Review**

**III. Creative and Professional Accomplishments and Activities *(see SOPA Guidance document)***

**A. Publications/Professional Accomplishment (most recent first with inclusive dates; clarify nature/significance of work; for multi-authored pieces, clarify your contribution; FAQ)**

**- Since Last Review (as appropriate)**

**- Prior to Last Review**

**B. Presentations (most recent first with inclusive dates)**

**- Since Last Review (as appropriate)**

**- Prior to Last Review**

**C. Other Scholarly Accomplishments (most recent first with inclusive dates)**

**- Since Last Review (as appropriate)**

**- Prior to Last Review**

**D. Scholarly Activity of Note (most recent first with inclusive dates)**

**- Since Last Review (as appropriate)**

**- Prior to Last Review**

**IV. Service *(see SOPA Guidance document)***

**A. Service To Utica College (role, position; most recent first with inclusive dates)**

**- Since Last Review (as appropriate)**

**- Prior to Last Review**

**B. Service To the Larger Community (role, position; most recent first with inclusive dates)**

**- Since Last Review (as appropriate)**

**- Prior to Last Review**

**V. Honors, Fellowships, Awards, Grants, Lectureships, etc. (most recent first with inclusive dates *(see SOPA Guidance document)***

**- Since Last Review (as appropriate)**

**- Prior to Last Review**

**VI. Other Relevant Activities (most recent first with inclusive dates *(see SOPA Guidance document)***

**- Since Last Review (as appropriate)**

**- Prior to Last Review**