FACULTY REPORT OF PROFESSIONAL ACTIVITIES
Exempt from disclosure under the Colorado Open Records Act

Instruction Sheet

The Faculty Report of Professional Activities (FRPA) utilizes an outline format.

The Faculty Report is designed to organize one's activities and to serve as an inventory for such professional activities. The outline of the Faculty Report should not be viewed as implying an order of priority regarding these activities, particularly since priorities of various professional activities/categories vary among departments and among schools, colleges, and the Library.

Complete only those parts of the FRPA that apply to your situation, but please be sure to include the heading and the appropriate letter and/or number of those items completed. Use as many sheets as necessary but continue to use the outline format as shown. Please do not attach your resume.

Four copies of the Faculty Report are needed: one for your personal file, one for your department's file, one for the Dean’s Office, and one for your Official Personnel File in the Office of Human Resources.

The Faculty Report must be signed by you and the chairperson of your department. The copies for the Dean and the Vice Chancellor must be submitted to the Dean's Office by your assigned school, college, or Library due date for Instructors, Senior Instructors, Assistant Professors, Associate Professors, and Professors. Normally, the production and distribution of all copies should be handled through the department chair's office. Please follow your department’s or the school’s/college’s/Library’s instructions for coordination and assistance in preparing this report.
UNIVERSITY OF COLORADO DENVER  
FACULTY REPORT OF PROFESSIONAL ACTIVITIES  

For the period January 1, **YEAR** through December 31, **YEAR**

<table>
<thead>
<tr>
<th>Full Name</th>
<th>Academic Title</th>
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<table>
<thead>
<tr>
<th>Department</th>
<th>Administrative Title, if any</th>
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<tbody>
<tr>
<td></td>
<td>(Chair, Dean, etc.)</td>
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<table>
<thead>
<tr>
<th>School/College</th>
<th>Employee ID</th>
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II.  TEACHING  
A.  COURSES TAUGHT  

Give course subject abbreviation, department/program, course number, section number, credit hours, and number of students enrolled. If team taught, give name(s) of other faculty. Include teaching at other campuses and universities. Include campus other than Denver under course subject abbreviation. For each course, indicate whether it is a lecture course, laboratory, studio etc. Also indicate whether you taught this course for the first time, or have taught it previously.

<table>
<thead>
<tr>
<th>Course Subject Abbrev.</th>
<th>Course Number</th>
<th>Section Number</th>
<th>Credit Hours</th>
<th>Number of Students</th>
<th>Course Type</th>
<th>New/Repeat</th>
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<tbody>
<tr>
<td>Abbr.</td>
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B.  INDIVIDUAL STUDENT INSTRUCTION OR SUPERVISION

Give student's name, level of student (bachelor's, master's, doctoral), project title or area of research, number of credits, and term.

1. Principal Dissertation/Thesis Advisor of Graduate Students
   (Asterisk those who have graduated.)

2. Principal Thesis Advisor of Undergraduate Students (honors, etc.)

3. Member of Dissertation/Thesis Committee (in addition to above)

4. Independent Study/Research Study Groups Supervised

5. Coop Ed/Internship Students

C.  IMPROVEMENT OF INSTRUCTION (Describe topic and nature of activity, and indicate source of funding if any.)

1. Individual Course Development

2. Department Curriculum Development

3. College Curriculum Development

4. New Courses First Taught This Year

5. Major Revision of Existing Course (requiring department, college/school review) This Year

D.  Student Advising (Give number of students.)

1. Freshmen

2. Majors

3. Graduate/Professional
4. Faculty Sponsor/Advisor of Student Group/Club

5. Other (Specify)

E. DEVELOPMENT OF ADVISING PROGRAMS (Please specify role; e.g., program advisor, program coordinator, etc.)

F. PRACTICE OF LIBRARIANSHIP (e.g. librarians who do cataloging, collection development, referencing activities.)

III. SCHOLARLY WORK

A. RESEARCH PUBLICATIONS AND CREATIVE WORK

1. Books and Monographs Published
   Give complete reference including full title, publisher, edition, year, and total number of pages. Include only books published by refereed presses. DO NOT INCLUDE MANUSCRIPTS WHICH HAVE NOT BEEN PUBLISHED.

   a. Scholarly books published
   b. Monographs published
   c. Published books edited/Series of books edited (Exclude journals.)
   d. Textbooks published (Include teacher's/lab guides.)
   e. Published textbooks edited
   f. Published revisions of earlier published books (Indicate whether scholarly or textbook.)

2. Refereed Articles or Chapters Published in Journals, Periodicals, Books, or Scholarly Encyclopedias (where manuscript submission policy includes a peer review process). For conference proceedings publications, refer to Section III. A.5.b &c.

   Give complete reference including full article title, journal, volume/issue number, month/year, and inclusive pagination; or full chapter title, book title, editor, publisher, year, and inclusive pagination. DO NOT INCLUDE MANUSCRIPTS WHICH HAVE NOT BEEN PUBLISHED.
3. Non Refereed Articles or Chapters Published in Journals, Periodicals, or Books

4. Creative Works Published, Produced, Performed or Exhibited (Other creative work not published, produced, performed or exhibited should be listed in III. B. 6. Work in Progress should be listed in III. D.)

Give complete reference including date, number of performances, location, and contributions made. Report informal performances in Section IV. C. 4.

a. Musical compositions/recordings

b. Directing and/or producing films, videos, dance concerts, plays, or operas

c. Conducting musical performances

d. Curator of museum or art exhibitions; exhibitions curated in libraries, etc.

e. Choreographing/designing for dance, theatrical, film, or video productions

f. Theatrical, musical, dance or art performance

g. Exhibitions in galleries/museums

h. Radio/television/film/video presentations, scripts, or productions

i. Plays, poems, or short stories

j. Professional competitions

k. Other

5. Additional Publications (not included in III.A.1, III.A.2, III.A.3, III.A.4)

Give complete reference including full title, source/sponsor, year, and total number of pages.

a. Technical/research reports (e.g., Institute of Cognitive Science, Univ. of Colorado/Boulder; National Aeronautics and Space Administration, Western Interstate Commission on Higher Education, etc.)

b. Papers published in refereed professional conference proceedings
c. Papers published in non refereed conference proceedings (Include workshop papers.)

d. Work accepted for publication and currently "In Press", i.e. forthcoming (See Section III.A.1, 2, or 3, for instructions.)

e. Encyclopedia, dictionary, and short reference entries (e.g., Encyclopedia for Neuroscience)

f. Translations of articles or books

g. Translations by others of your articles or books

h. Popular press (e.g., National Geographic, Time)

i. Other books/monographs/Ph.D. dissertation (Include works published by non refereed presses.)

J. Other items (e.g., newsletters, directories, cases, newspaper columns, manuals, guidebooks, pamphlets)

6. Published Abstracts

Give complete reference, including source/publisher, volume/issue number, month/year, inclusive page numbers. Exclude abstracts which are printed in professional conference programs. Include abstracts if they are published in journals.

a. Abstracts of your own work

b. Your work, abstracted by others

c. Another's work, abstracted by yourself

7. Published Reviews

Give complete reference, including source/publisher, volume/issue number, month/year, inclusive pagination. Exclude refereeing of papers for journal editors.

a. Books and published works which you reviewed

b. Performances, exhibitions, films other creative works which you reviewed

c. Your work, reviewed by others
8. Computer Programs

Include programs copyrighted, published, or in general use, and indicate nature and size of the program. Programs not copyrighted, published, or in general use should be listed in III.B.6. Exclude programs designed for one-time use or as a personal tool. Exclude programs written in conjunction with other reportable work; e.g., research projects.

B. OTHER RESEARCH AND CREATIVE ACTIVITIES

1. Papers Presented At Professional Conferences But Not Published. (Include organization, location, and dates.)

2. Editorship of Journals

3. Conference Proceedings Editorship

4. Papers, Presentation, Workshops, Seminars, Colloquia (Include organization, location, topic or title, and dates.)

5. Sabbatical/Fellowship Activities (Include location, activity, and dates.)

6. Other (poetry readings, unpublished computer program, etc.)

C. PROPOSALS WRITTEN AND SUBMITTED FOR EXTERNAL FUNDING

(For each proposal, provide the following information.)

<table>
<thead>
<tr>
<th>Title of Project</th>
<th>Funding Agency</th>
<th>Requested Amount</th>
<th>Awarded Amount</th>
<th>New Continuing Supplement</th>
</tr>
</thead>
</table>

D. WORK IN PROGRESS

IV. SERVICE

A. SERVICE AT CU

List names of committees, activities, and dates of service.

1. Department/Primary Unit

2. Institute/Center

3. College/School

4. Denver Campus/Auraria
5. University System
6. Did you attend Commencement in Academic Regalia last spring?

B. SERVICE TO SCHOLARLY OR PROFESSIONAL ORGANIZATIONS
1. Referee of Scholarly Manuscripts for Publication and Paper Proposals
2. Service on Professional Committees or Boards (Describe office held if any.)
3. Volunteer Consulting Activities
4. Paid Consulting Activities
5. Other Professional Activities (scientific visits, observation programs, conference planning/organizing, etc.)

C. SERVICE TO THE COMMUNITY (List organization/group, activity, location, and dates.)
1. Volunteer Consulting Activities
2. Paid Consulting Activities (beyond expenses)
3. Public Lectures/Speeches (not included in III.B.4.)
4. Other Public Service Community Activities (Include performances, exhibitions, other creative works, not already included elsewhere above, service on community committees and boards.)

V. HONORS, AWARDS AND RECOGNITION

A. HONORS AND AWARDS (e.g. school/college faculty awards in teaching, research/creative activities or service; internal grant awards for research/creative activities.)

B. OTHER RECOGNITION

VI. ADDITIONAL INFORMATION (professional development, continuing education activities, professional conferences attended, etc.)
I have reviewed this report and attest to its accuracy.

ACCEPTED:
Dept. Chair, Div. Head, Dean, or Director