

PARTIAL YEAR FACULTY RECORD (Fall 2023)

Instructions: Please respond to the following questions about your work; brevity is both encouraged and appreciated. Please note that it is not expected that every faculty member will be active in every sub-category in every semester. For additional information about the professional responsibilities of faculty at UNC Asheville, see Section 3.3.3 of the Faculty Handbook. Please upload your completed record to Interfolio when finished.

Name:	Semester: Fall 2023
Rank/Title:	Dept/Program:
Fall teaching hours:	
Fall reassigned hours and purpose (if fall teaching hours are less than 12):	

Section 1: Teaching

- A. **Courses taught in Fall 2023.** Your Fall 2023 Course and Enrollment Report will be available in Interfolio. Expanding upon this report, please (1) highlight contributions to the Liberal Arts Core, and (2) indicate whether any of the courses were new preparations for you.
- B. **Efforts to enhance teaching and student learning.** Briefly describe efforts in this semester to develop or enhance your teaching and improve student learning (e.g., engagement in CTL activities or consultation, pedagogy conferences, or online courses; course redesign or new learning activities). What was the impact of these efforts? (Please give 1-2 specific examples to support your perceptions.)
- C. **Inclusive pedagogical or curricular efforts.** Briefly describe efforts you have made this year to ensure your teaching, course design, and/or curriculum are consistent with the mission and core values of UNC Asheville.
- D. **Other teaching contributions.** Please include additional information not specifically requested here or in other portions of this record that you believe is important to understanding your teaching efforts (e.g., course-based undergraduate research not represented in Section 2, supervision of senior theses not listed in Section 2, supervision of community engaged scholar projects, study abroad involvement).
- E. **Reflection on teaching.** Please reflect on any feedback you may have received about your teaching, either via peer observations, student commentary, or self-assessment. Include a discussion of your efforts to elicit this feedback as well as how you might use this information to further develop your teaching.
- F. **(Optional) Challenges.** Please describe any challenges you faced teaching this semester, especially, but not limited to those related to COVID-19. Please share only the details you feel comfortable sharing with your chair, dean, provost and review committees.

Section 2: Scholarship and Creative Activity

- A. **Scholarship and creative work, completed.** List published works (articles, books, chapters, reviews), awarded grants, conference presentations, publicly-engaged scholarship or creative work, and performances or exhibitions. Briefly describe the work, in lay terms, along with providing a full citation, highlighting student co-authors, if applicable. For conference presentations, please indicate type of

presentation, whether peer-reviewed, and nature of conference (e.g., regional, national). (Work under review should be listed in Section 2B.)

- B. **Scholarly and creative activity, in progress.** List all activities in which you've engaged in this semester and indicate the status of each (e.g., forthcoming, under review, revision in progress, unfunded, etc.). In addition to describing the work (in lay terms), please share significant milestones reached this semester and your goals with your work, including projected timelines for completion. Please note contributions of student research assistants, if applicable.
- C. **Undergraduate research.** List independent undergraduate research projects under your supervision that were published or presented this semester (e.g., publication in an undergraduate research journal, poster presentation at a UNCA Symposium or external conference). Briefly describe the work, in lay terms, along with providing a full citation and conference information. (Work under review should be listed in Section 2D.)
- D. **Undergraduate research, in progress.** List all undergraduate research projects under your supervision that are in progress. In addition to describing the work (in lay terms), please share significant milestones reached this semester and your/your student's future goals for the work, including projected timelines for completion.
- E. **(Optional) Challenges.** Please describe any challenges you faced this semester in engaging in your scholarship or creative production, especially, but not limited to those related to COVID-19. Please share only those details you feel comfortable sharing with your chair, dean, provost and review committees.

Section 3: Service

- A. **Advising.** Describe your advising activities, including number and type of advisees, methods of engagement with advisees, and any professional development in which you engaged to enhance advising activities. Please feel free to include information about substantial time and effort devoted to unofficial advising or mentoring activities.
- B. **Department service.** List departmental committees, projects, and service assignments. Please indicate the general time commitment required and tasks involved.
- C. **University service.** List university-wide committees, task forces, faculty governance involvement, and co-curricular activities (e.g., advising a student organization, participating in Embark). For roles with significant time requirements, please indicate the general time commitment required and, if desired, tasks involved. *Please note whether you are compensated, financially or through reassigned time, for any of the service activities you include in this section, indicating the level of compensation.*
- D. **Community and/or professional service.** List and briefly describe community involvement that directly relates to your professional training and expertise (e.g., commissions, boards, public lectures, workshops, publicly-engaged service not mentioned elsewhere) or service to professional organizations (e.g., moderating presentations at a professional conference, taking on a leadership role in a professional organization). *Please note whether you are compensated, financially or through reassigned time, for any of the service activities you include in this section, indicating the level of compensation.*
- E. **(Optional) Challenges.** Please describe any challenges you faced this semester in engaging in your service duties, especially, but not limited to those related to COVID-19. Please share only those details you feel comfortable sharing with your chair, dean, provost and review committees.

Section 4: Goals

- A. **Progress on prior goals.** Briefly outline your progress on the faculty goals listed in last year's Faculty Record and summarize any other information that you consider relevant to this evaluation.
- B. **Future goals.** Reflecting on this record, describe goals for the upcoming year in teaching, scholarship/creative activity, and service.

Section 5: (If applicable) Department Chair or Program Director Review

This section should be completed by faculty who served as a department chair or program director during the Summer 2023 and/or Fall 2023 semesters. If you hold more than one chair/program director position, please complete this section for each position.

- A. **Role information.** Please list your title, to whom you report, and the reassigned time and financial compensation you received for your work as a Chair or Program Director (CPD) in the Summer or Fall.
- B. **Activities and accomplishments.** Please share any significant activities, initiatives, or accomplishments you achieved this semester, focusing in particular on work that extends beyond routine administrative responsibilities.
- C. **Progress on prior goals.** If you are not new to serving as a CPD, briefly outline your progress on those goals relevant to your role as a CPD listed in last year's Faculty Record.
- D. **Future goals.** If you will be continuing as a CPD next year, describe goals related to your role as a CPD for the upcoming year.

Section 6: (Optional) Summer 2023 Efforts

This section is optional and is not required.

- A. **Summer Mentoring & Advising:** Please approximate the number of UNCA students of each type that you mentored and advised in Summer 2023
 - a. Majors –
 - b. Minors –
 - c. First-year Students –
 - d. Other Students –
- B. **Summer Mentoring & Advising:** Please (1) estimate how much time you spent ACTIVELY monitoring and advising UNCA students during Summer 2023, (2) describe the activities you engaged in Summer 2023 mentoring and advising UNCA students, and (3) indicate if you were compensated in any way for this summer work.
- C. **Summer Pedagogy & Curriculum:** Please estimate how much time you spent working on your pedagogy and curriculum during Summer 2023. Please include here only time for which you were NOT COMPENSATED.
- D. **Summer Scholarship & Creative Work:** Please estimate how much time you spent working on your scholarship and creative work during Summer 2023. Please include here only time for which you were NOT COMPENSATED.
- E. **Summer 2023 Service:** Please (1) estimate how much time you spent engaging in service within your department/program, to the institution, and/or that involved your professional training and expertise during Summer 2023 and (2) describe the activities of your departmental, university and community service during Summer 2023. Please include here only time for which you were NOT COMPENSATED.