**FACULTY REPORT AND SELF EVALUATION (Form C)**

## BACKGROUND

**1. Date:**

**2. Name:**

**3. Department** (*If assigned to a secondary department/program, list both; e.g., Math/SEEK, Psychology/English*):

**4. Date of first JJC appointment on tenure bearing line**:

**5. Present Rank:**

**6. Effective Date of Present Rank:**

**7. Master’s Degree:**

**8. Master’s Thesis Title**:

**9. Doctorate:**

**10. Dissertation Title:**

**11. Progress toward doctorate** *(if not completed)*:

**12. Doctoral Dissertation Advisor or Sponsor:**

**13. Summary of Previous Employment (in reverse chronological order):**

## TEACHING

## Refer to section III.B, Faculty Personnel Process Guidelines

## (Library faculty should refer to section III.B.3 of the Faculty Personnel Process Guidelines).

**14. Using the types of evidence outlined in section III.B. “Teaching” in the Faculty Personnel Process Guidelines, provide evidence of teaching effectiveness and efforts to improve teaching.**

**15. Using the types of evidence outlined in section III.B. “Teaching” in the *Faculty Personnel Process Guidelines*, describe any student mentoring activities.**

## INTELLECTUAL/PROFESSIONAL DEVELOPMENT

## Refer to section III.C, Faculty Personnel Process Guidelines. Within categories, list publications in reverse chronological order. Use standard citation format, preferably APA, MLA, or Turabian.

**16. Publications:**

**16A.** (*Candidates for promotion: List only those publications released since appointment to your current rank. Candidates for tenure and reappointment: List only those publications released since initial tenure track appointment at John Jay College)*.

**16B**. (*Candidates for promotion: List only those publications released prior to appointment to current rank. Candidates for tenure and reappointment: List only those publications released prior to initial tenure track appointment at John Jay College)*.

**17. Papers Presented / Proceedings from Conferences:**

**17A**. (*Candidates for promotion: List only those papers presented since appointment to current rank. Candidates for tenure and reappointment: List only those papers presented since initial tenure track appointment at John Jay College)*.

**17B.** (*Candidates for promotion: List only those papers presented prior to appointment to current rank. Candidates for tenure and reappointment: List only those papers presented prior to initial tenure track appointment at John Jay College)*.

**18. List Works in Progress:** *(Refer to Section III.D of Faculty Personnel Process Guidelines, Glossary for Reporting Status of Publications and Work in Progress).*

**19. List Honors, Prizes, and Awards** with corresponding dates:

**20. List Grant Activity (successful and pending):**

## SERVICE

*Refer to Section III.E, Faculty Personnel Process Guidelines.*

*List Dates.*

**21. Referring to the guidelines in section III.E “Service” in the Faculty Personnel Process Guidelines, list your service commitments since appointment to your current rank, indicating whether compensated or uncompensated. Provide evidence of effective service to students, department, college, and/or university and, if applicable, to your scholarly or professional community of practice.**

**22. List Administrative Assignments** *(e.g., Deputy Chair, Major Coordinator, Center Director, etc.; assignments for which you received reassigned time or other compensation)*:

**23. List Professional Activities:**

**24. List any other activities considered relevant**:

***SELF EVALUATION***

*Refer to section I.B.3., Faculty Personnel Guidelines.*

*Average length: 5 pages, single spaced.*

**25. SELF EVALUATION:**

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(Signature)