

**SMITH COLLEGE  
FACULTY RECORD SHEET  
JULY 1, 2008 – JUNE 30, 2009**

The information provided by you on this form will constitute the college's permanent record of your activities during the 2008-2009 academic year and will provide a basis for merit salary recommendation for 2009-10. Completed forms are to be returned to the Office of the Provost and Dean of the Faculty no later than **September 14, 2009**. A copy of the completed form will be mailed to your department chair or program director. To be sure that all information is listed in the appropriate place, please review the form before beginning to complete it. Thank you.

**Please return an updated CV with your Faculty Record Sheet**

**Name:**

**Rank (2008-2009):**

**Department or Program:**

**TEACHING**

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**1. Courses**

List all courses you have taught in 2008-2009. Under type, note whether the course was a lecture, seminar, laboratory, etc. If a course was team taught, list your co-teacher(s). Indicate semesters of sabbatical leave or leave without pay.

	<b>Course</b>	<b>Type</b>	<b>Co-Teacher(s)</b>	<b>Enrollment</b>
<b>Fall 2008</b>				
<b>Interterm 2009</b>				
<b>Spring 2009</b>				

**Special Studies Directed**

<b>Title</b>	<b># of Students</b>	<b>Semester</b>

## 2. Student Research

### Student Research with Faculty

In the "Type" column, please indicate one of the following: STRIDE Students, Summer Research Students, Academic Year Student Research Assistants, or Other.

Type	Title	# of Students

### Theses, Performances, and Presentations

In the "Type" column, please indicate one of the following: Honors Thesis, Smith Masters Thesis, Non-Smith Masters Thesis, Ph.D. Dissertation, Student Performance/Presentation, or Other.

In the "Directed/Evaluated" column, please indicate whether the project was directed or evaluated (but not directed).

Type	Title	Semester	Directed/ Evaluated



## SCHOLARSHIP AND PROFESSIONAL ACTIVITIES

(For works published, performed or exhibited between July 1, 2008 and June 30, 2009)

### 1. Publications, Performances, and Exhibitions

Please list here *only* those works, performances, and exhibitions which were published or took place between July 1, 2008 and June 30, 2009. Works in press or planned or in progress should be entered in section 3 below. If the publication includes student co-authors, please indicate. Please do not abbreviate.

**Type:** article, book, contribution to a book, translation, edited work, play, review, recording, reading, concert, recital, reprints of earlier publications, etc.

**Role:** senior author, co-author, junior author, director, soloist, performer, conductor, composer, choreographer, playwright, exhibitor, etc.

**Description:** Publication: exact title of work, name(s) of co-author(s), name(s) of editor(s), journal name and volume number, publication date, page numbers, publisher  
Performance or exhibition: exact title, composer, co-performers, location, date

*Please do not abbreviate*

Type	Role	Description

**2. Other Professional Activities**

**Type:** scholarly lecture, panel discussion, editorial work, consulting, learned society service, peer reviewing, attendance at professional meetings, etc.

**Role:** specify your contribution

**Description:** title or subject, organization, location, dates, or other relevant information

Type	Role	Description

**3. Works in Progress or in Press**

Type	Description	Completion Date

**4. Grants and Fellowships: Applications Submitted and Funds Received**

**Role:** principal investigator, co-investigator, recipient, director, participant, researcher, etc.

**Description:** title of project, purpose of funding, etc.

**Source/Amount:** if funded, give inclusive dates

*Please do not abbreviate*

<b>Role</b>	<b>Description</b>	<b>Source/Amount</b>

**5. Additional Activities**

Please list any additional educational, professional, or other activities not requested elsewhere that you wish to have included in the college's record of your work.

