**UNIVERSITY OF MINNESOTA, CROOKSTON**

**ACADEMIC FACULTY**

**ACCOMPLISHMENT AND PLANNING FORM**

**Spring Semester 2023 through Fall Semester 2023**

|  |  |
| --- | --- |
| Name: | Unit of Primary  Appointment: |

A primary purpose of this review is to provide faculty an opportunity to report accomplishments and make future plans related to teaching, scholarship, and service to ensure there is a record of these achievements. Brief but specific details are appropriate. Please refer to your department’s 7.12 statement for requirements on teaching, research (not for Term instructors), and service standards**.** All UEA faculty should complete and submit this form to their Associate Vice Chancellor, including Assistant Professors who submitted review materials through the annual p&t review process. Associate and Full Professors should refer to their respective department’s “Process for Post-Tenure Review” in the 7.12 statement as a guide to expectations. For all faculty, include SRTs from both Spring and Fall semesters, which is most easily represented by attaching an excel table to the file you submit to your Associate Vice Chancellor. Alternatively, your Works report will generate SRT data but you may want to clean it up (for instance, reducing the number of decimal places) by using the Word document format (not HTML or PDF). You can also remove the workload data from your Works report.

**Ia. INSTRUCTIONAL ACTIVITIES**

Courses Taught/Advising Load





**Ib. ADDITIONAL INSTRUCTIONAL ACTIVITIES**

Provide a brief narrative (i.e., a short paragraph with bulleted examples) addressing steps taken to advance teaching and student learning during 2023.

**II. SCHOLARLY AND CREATIVE ACTIVITIES**

Provide a brief narrative (i.e., a short paragraph with bulleted examples) along with a list of publications, scholarly presentations, and technical reports for 2023.

**III. SERVICE ACTIVITIES**

Provide a brief narrative (i.e., a short paragraph with bulleted examples) along with a lists of service activities at the department, campus, and system level, within your profession/discipline, and within the community and region for 2023.

**IV. WORKS REPORT (REQUIRED)**

Attach your 2023 Works report to the files you submit to your Division Head. See https://works.umn.edu/

Signature: Date:

###### SUBMIT TO ASSOCIATE VICE CHANCELLOR by March 18, 2024

Failure to submit your completed form by the due date will result in a rating of “does not meet expectations”