This is part one of a two part survey of your activities during the past calendar year, namely, January 1 through December 31 of 2012. In this Word document, provide the narrative for your teaching, research, and service activities. In accompanying Excel document quantify your teaching evaluations (Evaluation Tab) and your activities as they pertain to Biology’s annual report (Data Tab). Be sure to provide the required information in both tabs of the Excel document. Please use the Excel document to suggest ideas for the annual report (see Data Tab).

I. BIOGRAPHICAL DATA

Name: ___________________________  Date: ___________________________

Rank: ___________________________  Years at Rank: ________________

   (including current year)

II. Notable Achievements (Required)

Teaching, Scholarship, or Service

III. INSTRUCTIONAL ACTIVITIES

Complete table below. Expand as necessary.

<table>
<thead>
<tr>
<th>Course Number</th>
<th>Title</th>
<th>Semester, year</th>
<th>Credit Hours</th>
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What did you change? (Describe new course developments, updates to existing courses, and pedagogical improvements you implemented in your courses. Include quantitative measures of assessment. Describe your perception of how students received your work):
What did students say? (Describe student written feedback noting consistent comments in a course or across courses):

Notable Continuing Education Efforts
(Describe your participation in workshops, pedagogical research, or other related activities you used to improve teaching and learning in your classrooms):

Other information that should be included in evaluation

IV. SCHOLARLY AND/OR CREATIVE ACTIVITY

Publications. (Include bibliographical data and place an * in front of refereed citations. Footnote student co-authors that you mentored.)

Conference Presentations (Include date and location and footnote notable circumstances. Footnote student co-authors that you mentored.)

Invited Talks (Include date and location and footnote notable circumstances. Footnote student co-authors that you mentored.)

New External Grants or Contracts (List by name and funding agency, institution, or other source and include annual budget and indirect costs).
Continuing External Grants or Contracts (List by name and funding agency, institution, or other source and include annual budget and indirect costs)

Internal Grants or Contracts (List by name and funding agency, institution, or other source and include annual budget and indirect costs)

Original Scholarship Presented in the Classroom within the University (include subject, forum and date)

Other forms of disseminated Scholarly/Creative Activity

Professional Development Activities

Scholarly/Creative Activity in Progress
Comments:

V. SERVICE

Department Level Activity (include reference to office(s) held on committees, etc.)

Advising (Pertains to Assigned Students) Estimate the number of non-redundant students you advise from the number who came for advising. Describe notable efforts to assist students in graduation, advising innovations, and challenges extraordinary challenges that you overcame)

Completed only by Advisors of Student Organizations

<table>
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<tr>
<th>Total UWG Student Organizations Advised</th>
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<tr>
<td>Total UWG Students inducted into Academic Honor Societies</td>
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</tbody>
</table>

College/University Level Activity (include reference to office(s) held on committees, etc.)

Beyond the University (professionally related community activity)

VI. ADDITIONAL ACTIVITIES NOT COVERED ABOVE