

**ACADEMIC FACULTY INFORMATION FORM (Adjunct Faculty/Lecturers)**  
**For the period September 1, \_\_\_\_\_ thru August 31, \_\_\_\_\_**

***Please note:***

- Each item on this form does not necessarily apply to every member, discipline, or department; therefore some items may be left blank.
- Please include copies of your student opinion surveys for the period represented.

**General Information**

**Name** \_\_\_\_\_ **Title** \_\_\_\_\_ **Department** \_\_\_\_\_

<b>Courses Taught</b> <i>(including Independent Studies, Internships, etc.)</i>	<b>Course Designator or Attribute</b>	<b>Enrollment</b>	<b>Additional Contextual Information</b>

**I. Teaching Effectiveness**

1. Methods used to assess teaching effectiveness and reflections on information gathered
  
2. Work related to fostering a welcoming and inclusive classroom environment (e.g. syllabus, lesson plans, student evaluations, projects, etc.)

**OPTIONAL**

*[The following information can be provided if applicable to the course/position]*

- Contributions to General Education
  
- Integration of instructional innovation or high-impact practices (including applied learning), as well as support of individualized student engagement (e.g. independent studies, theses, etc.), Open Educational Resources (OER), and/or development of Online Courses
  
- Additional information regarding teaching effectiveness or growth not included above (reflection not to exceed one page)

**II. OPTIONAL Information for Adjunct Faculty/Lecturers**

*[The following section is optional and can be completed at the discretion of the individual faculty member, if applicable to the individual's assignment]*

1. **Mastery of Subject Matter** - as demonstrated by such things as advanced degrees, licenses, honors, awards, and reputation in the subject matter field
  - Professional meetings attended
  - Professional memberships
  
2. **Research and Other Scholarly/Artistic Activities** (indicate juried/refereed activities)- including grants

proposed/awarded, articles and books submitted/accepted, workshops conducted, presentations at professional meetings, performances, shows or productions directed

- Future goals and plans

**3. University Service-** Service to the department, school, college, SUNY system, and/or your profession as it relates to your disciplinary expertise and/or departmental assignment

- Work related to fostering and welcoming an inclusive campus and/or community climate (e.g. committees, workshops, seminars, community check-ins, community outreach, outreach and collaborations with other colleges, etc.)
- Service beyond the university setting (e.g., service to the community, state, nation, and/or world).
- Work related to mission-critical college programming and Strategic Plan goals, such as student recruitment and retention

**III. Other Information** - Activities not covered above but which you wish to note (No more than one page)

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Signature/Faculty Member

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Date