

WEBER STATE UNIVERSITY  
Autobiographical Form  
2011-2012

Date last updated \_\_\_\_\_

Private

Instructions: This Autobiographical Form has been developed to provide candidates for promotion or tenure with the opportunity to present their qualifications in a concise and orderly manner. Candidates should include in this form, data which indicate how they have met the appropriate evaluative criteria. Supporting documentation, such as individual student evaluation forms, copies of publications, etc., should not be placed in the Professional File. These support documents should be maintained in a separate file by each candidate. All candidates are responsible for reviewing the ranking and tenure criteria to insure completeness of their files.

**I. OVERVIEW**

The candidates will provide a brief (two pages or fewer) summary of their work. Candidates should address the three areas, Teaching, Scholarship, and Service. This summary should not just repeat the information contained in the autobiographical form, but should highlight the candidate's accomplishments in each area.

**II. DEMOGRAPHICS**

Name \_\_\_\_\_

Present Position \_\_\_\_\_ Date of Appointment \_\_\_\_\_

College \_\_\_\_\_ Department/Program \_\_\_\_\_

Terminal degree in your field \_\_\_\_\_

Education

Institution	Discipline	Degree Earned	Dates

### III. TEACHING

#### A. Teaching Experience

Institution	Position & Description	From - To (Mo & Yr)

#### B. Other employment or academic experience which has contributed significantly to your position at Weber State University

Institution	Position & Description	From - To (Dates)

#### C. List of courses taught

Title	Institution	Dates

#### D. Development of teaching through travel, participation in conferences, workshops, seminars, short courses, etc. (include dates).

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#### E. List evaluations, scholarships, awards, and other honors received in recognition of teaching (include dates).

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#### F. Teaching innovations (not merely updates) and/or developments (include dates).

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G. Employment of engaged learning strategies such as service-learning, community-based research, undergraduate research, etc. (include dates).

H. Other teaching activities germane to your position (include dates).

#### **IV. SCHOLARSHIP AND RESEARCH**

A. Peer-reviewed scholarship including published books, peer-reviewed articles, reviews, notes, etc. (use full reference notation: author(s) title, press, date).

B. Scholarship not subjected to peer-review.

C. Unpublished manuscripts, thesis, dissertation, within-institution reports, community-based research reports, etc. (author(s), title, date, intended future of the work).

D. Papers and/or addresses to professional groups (use full reference notation: author(s), title, organization, where presented, date).

E. Papers and/or addresses to community groups (use full reference notation: author(s), title, organization, where presented, date. This includes presentations you and your students give to the community organization and for whom community-based research was conducted. Discuss the specific purpose of the presentation, who was in attendance, and how the research has been utilized by the community organization.

F. Creative productions, e.g., painting, music, theater, etc., (include dates).

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G. Research projects and grants (describe and indicate dates).

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H. Post-terminal degree professional education and/or professionally related work experience.

Institution\Work	Description	Dates

I. Meaningful connections between scholarship and teaching.

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J. Other scholarly activities (describe and include dates).

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## V. PROFESSIONALLY RELATED SERVICE

A. Departmental, college, university, administrative, academic, senate, committee assignments, etc. Note if position of chair was held.

	Dates

B. Academic or nonacademic administrative performance as program director, department chair, director of substantial grant, center director, or any position which involved supervision of human and/or financial resources (include dates).

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C. Positions held or membership in professional organizations.

Organization	Date

D. Professionally-related community service (include dates).

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E. Speech making to community (nonprofessional) groups in the area of the candidate's expertise (include dates and audience).

Title	Audience	Dates

F. Consulting and/or work experience (include dates).

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G. Other professionally-related activities or service best described as public relations for the university that benefitted the university exclusive of Section E. Speechmaking (include dates).

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## **VI. RELEVANT ACTIVITIES NOT COVERED ELSEWHERE**

Include here any pertinent information not adequately covered previously.

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