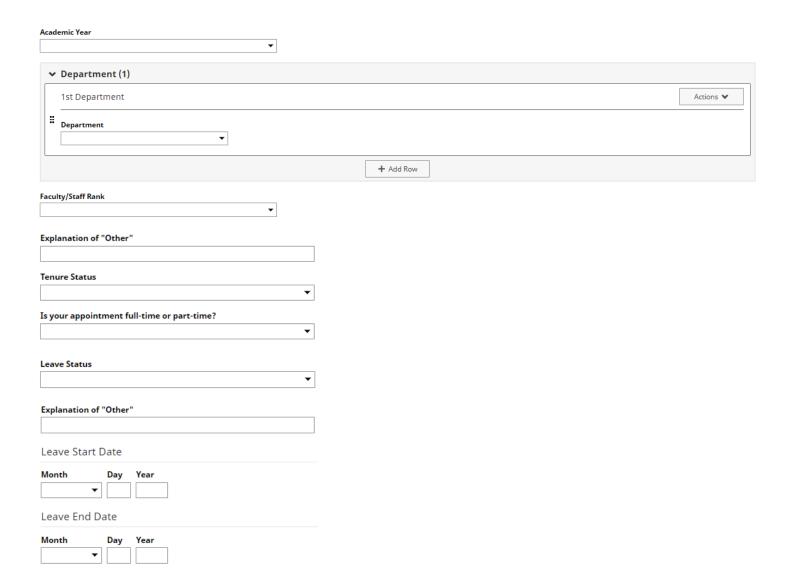
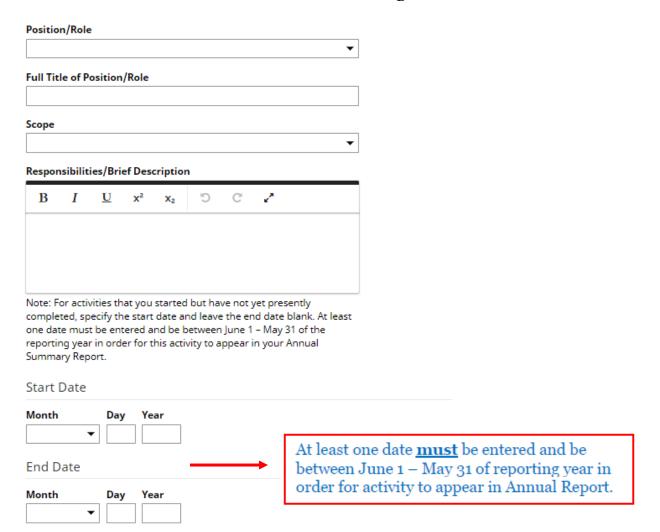
## Required Fields for Annual Summary of Activities Report

The data fields shown below indicate the information that will be pulled to populate your Annual Summary Report. The below fields should be completed if they are applicable to you and you want them included in your Annual Summary Report.

## Administrative Data - Yearly Data Screen



# **Administrative Assignments Screen**



## **Awards and Honors Screen**

Nominated or Received?	<b>▼</b>
Award or Honor Name	
Organization/Sponsor	
Purpose *  Brief Description/Explanation	"Purpose" <u>must</u> be entered in order for activity to appear in Annual Report.
B I U x² x₂ D C v³	
Note: Date entered must be between June 1 – May 31 of the year in order for this activity to appear in your Annual Sur Date	
Month Day Year  ▼	Date entered <b>must</b> be between June 1 – May 31 of reporting year in order for activity to appear in Annual Report.

# **Consulting Screen Consulting Type** Explanation of "Other" Client/Organization City, State and Country City State Country Compensated or Pro Bono?\* "Compensated or Pro Bono" must be entered in order for activity to **Brief Description** appear in Annual Report. Note: For activities that are/were only on one day, leave the start date blank and specify the end date. For activities that you started but have not yet presently completed, specify the start date and leave the end date blank. At least one date must be entered and be between June 1 -May 31 of the reporting year in order for this activity to appear in your Annual Summary Report. Start Date Month Day Year At least one date **must** be entered and be **End Date** between June 1 - May 31 of reporting year in order for activity to appear in Annual Report.

Month

Day

Year

#### **Course Releases Screen**

renni	anu	rear (	cours	e Kele	ease w	/d5   c	aken		
Term	<b>-</b>	Year	_					<del></del>	"Term and Year" <u>must</u> be entered in order for activity to appear in Annual Report.
Type o	Number of Workload Credits Associated with Course Release  Type of Course Release  Sased on Your Selection Above, Please Provide Additional Details Surrounding the Granting of Course Release						Term and Year must be between June 1 – May 31 of reporting year in order for activity to appear in Annual Report.		
В	I	<u>U</u>	x²	X <sub>2</sub>			2		

# **Faculty Development Activities Attended Screen**

Activity Type	•	
Explanation of "Other"		
Title		
Sponsoring Organization		
City, State and Country		
City Sta	ate	Country
	▼	▼
Brief Description		
B I U x² x₂ D C x³		
Note: For activities that are/were only on one day, leave to blank and specify the end date. For activities that you star not yet presently completed, specify the start date and leadate blank. At least one date must be entered and be beto May 31 of the reporting year in order for this activity to appendix and activity to appendix to the second	rted but have ave the end ween June 1 –	
Start Date		
Month Day Year  ▼		
End Date	At least one date <u>must</u> be enter between June 1 – May 31 of rep	orting year in
Month Day Year  ▼ □ □ □	order for activity to appear in A	nnual Report.

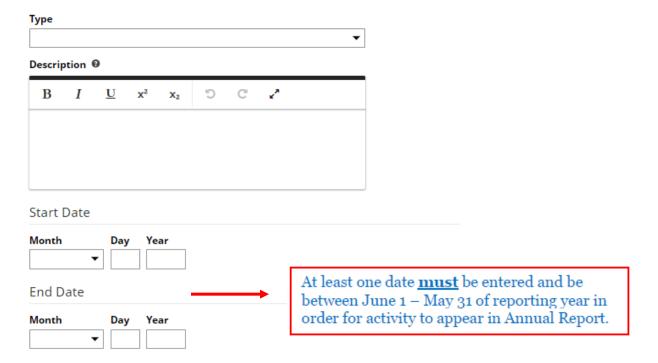
## **Licensures and Certifications Screen**

Title of Licensure/Certification	
Sponsoring Organization	
Description	
B I U x² x₂ D C x³	
Note: At least one date must be entered and be betwee 31 of the reporting year in order for this activity to appe Annual Summary Report.	· ·
Date Obtained	
Month Day Year  ▼	
Expiration Date	At least one date <u>must</u> be entered and be
Month Day Year  ▼	between June 1 – May 31 of reporting year in order for activity to appear in Annual Report.

# **Media Appearances and Interviews Screen**

Media Type	
Explanation of "Other"	
Article/Segment Title	
Program/Media Outlet Name	
Web Address	
Description	
B I U x² x² D C v³	
Note: Date entered must be between June 1 – May 31 of the year in order for this activity to appear in your Annual Sum	
Publication/Air Date	
Month Day Year  ▼	Date entered <b>must</b> be between June 1 – May 31 of reporting year in order for activity to appear in Annual Report.

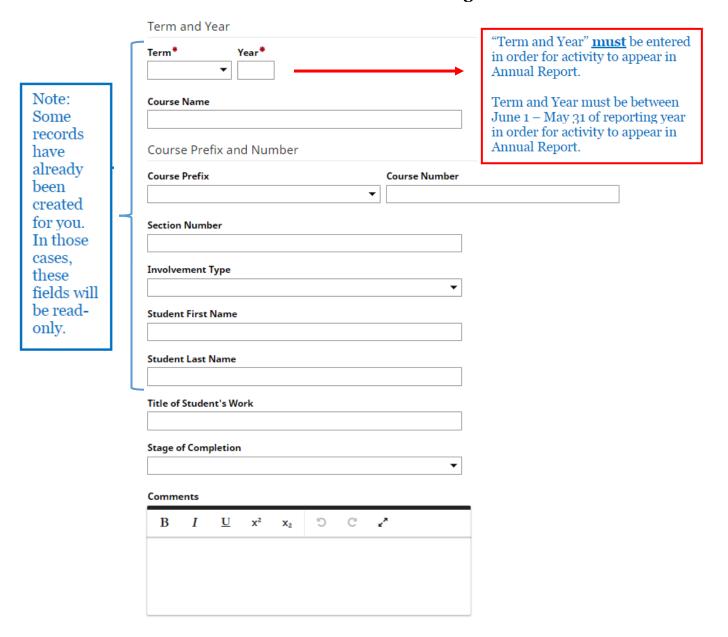
## Librarianship Screen



# **Academic Advising Screen**

Term	and \	/ear							
Numbe	er of St	•	Year s Advis	sed as P	rimary	/ Advis	Date entered <b>must</b> be between June 1 – May 31 of reporting year in order for activity to appear in Annual Report.		
Numbe		udent	s Advis	sed as S	econd	ary Adv	visor		
В	Ι	<u>U</u>	x²	X <sub>2</sub>	Ö	C	2		

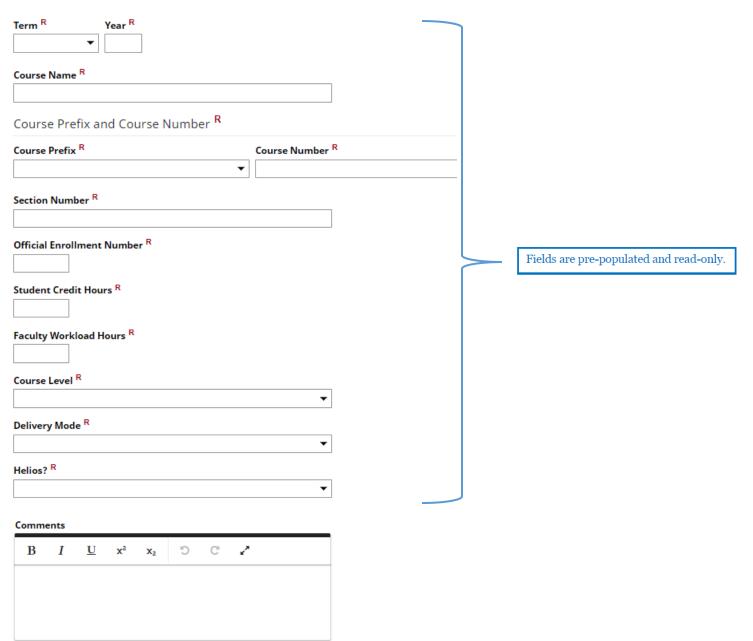
## **Directed Student Learning Screen**



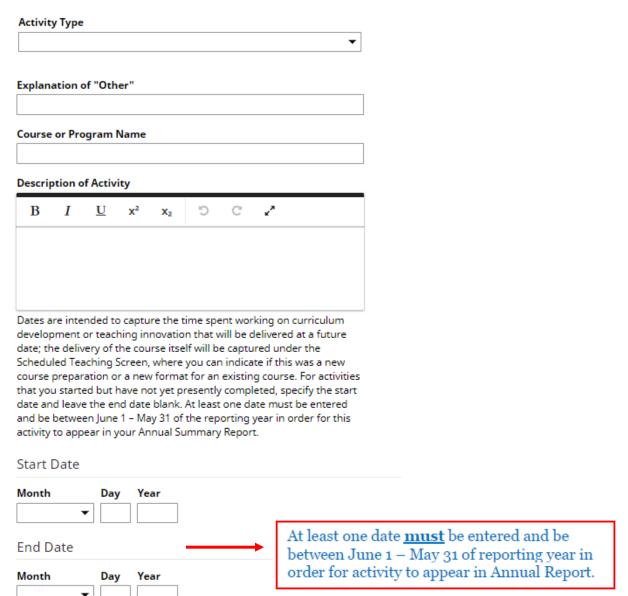
# **Non-Credit Instruction Taught Screen**

nstruction Ty	ре							
					•			
xplanation of	"Other"							
ponsoring Or	ganizatio	n						
Number of Participants								
escription		_			_	7		
B I	<u>U</u> x	2 X <sub>2</sub>	Ö	C	2			
Note: For activities that are/were only on one day, leave the start date blank and specify the end date. For activities that you started but have not yet presently completed, specify the start date and leave the end date blank. At least one date must be entered and be between June 1 – May 31 of the reporting year in order for this activity to appear in your Annual Summary Report.								
tart Date								
Month -	Day	Year						
nd Date				<b>→</b>	At least of between 3			and be ing year i
lonth	Day	Year						ual Repor
•	r .							

## **Scheduled Teaching Screen**



#### **Teaching Innovation and Curriculum Development Screen**



# Contracts, Fellowships, Grants and Sponsored Research Screen

Ту	pe	•		
Ex	planation of "Other"			
Tit	tle			
Ag	gency/Sponsor			
Cı	ırrent Status *		"a	
		<b>-</b>	in order fo	tatus" <u>must</u> be entered r activity to appear in port.
Ar	nount			
	1st Applicant			Actions 🗸
H	Applicant 🔻	Explanation of "Other Institution"	Applicant Type	•
	1st Investigator			Actions ♥
	People at Skidmore College	First Name	Middle Name/Initial	Last Name
	Hoehn, Mary (mhoehn)  If a student, what is his/her level?	Role	Explanation of "Other"	Institution
S	ubmission Deadline		·	
M	lonth Day Year			
S	tart Date	At least o	one date <u>must</u> be enter	ed and be
M	lonth Day Year	between	June 1 – May 31 of repeatin A	orting year in
E	nd Date			
M	lonth Day Year			

## **Exhibits and Performances Screen**

Type of Work	•		
	<u> </u>		
Explanation of "Other"			
Work/Exhibit Title			
Name of Performing Group			
Sponsoring Organization			
Venue			
City, State and Country			
City	State	Country	
		•	•
Brief Description			
B I U x² x₂ 5	C 2		
1			
1st Performer/Exhibitor			Actions <b>▼</b>
	First Name Mary	Middle Name/Initial	Last Name
	f a student, what is his/her level?	Organization	
		•	
Start Date			
Month Day Year			
<b>-</b>	At lea	ast one date <u>must</u> be entere	ed and be
End Date	between	een June 1 – May 31 of repo	orting year in
Month Day Year	order	for activity to appear in Ar	mual Report.
<b>▼</b>			

# **Intellectual Property Screen**

P	atent or Copyright				
L		▼			
P	atent Title				
L					
	1st Inventor				Actions <b>▼</b>
	People at Skidmore College	First Name	Middle Name/Initial	Last Name	
:				Hoehn	
	Organization				
D	ate Submitted to College				
IV	onth Day Year				
D	ate of Patent Application				
M	onth Day Year				
L	<b>▼</b>				1
D	ate Patent Approved		ast one date <u>must</u> be ente		
M	onth Day Year		een June 1 – May 31 of re r for activity to appear in A		
	<b>•</b>	order	i for activity to appear in z	umuai Keport.	
D	ate Licensed				
M	onth Day Year				
	<b>▼</b>				
R	enewal Date				
M	onth Day Year				

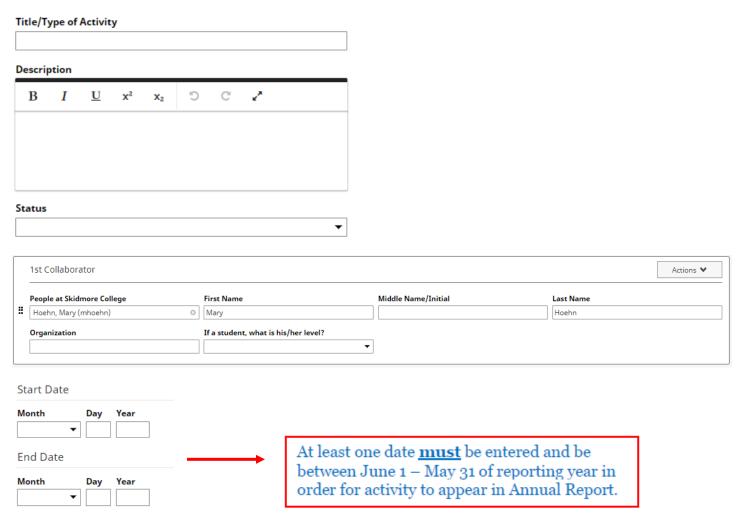
# **Presentations Screen Presentation Title Presentation Type** Explanation of "Other" Conference/Meeting Name Sponsoring Organization City, State and Country City State Country 1st Presenter/Author People at Skidmore College First Name Middle Name/Initial Last Name Hoehn, Mary (mhoehn) Mary Hoehn If a student, what is his/her level? Role Organization Abstract/Synopsis $\mathbf{U}$ Date Date entered <u>must</u> be between Day Month Year June 1 - May 31 of reporting year

in order for activity to appear in

Annual Report.

## **Publications Screen Contribution Type** Current Status\* "Current Status" <u>must</u> be entered in order for activity to appear in Annual Report. Title of Contribution If this is part of a larger work (e.g., a chapter in a book), Title of Larger Work Journal Name Publisher/Proceedings Publisher City and State of Journal/Publisher Country of Journal/Publisher Volume Issue Number/Edition Page Numbers "Was This Peer-Reviewed" must be entered in order for activity to appear in correct location of Was this peer-reviewed/refereed?\* Annual Report. 1st Author/Editor/Translator Actions 🗸 People at Skidmore College First Name Middle Name/Initial Last Name Hoehn, Mary (mhoehn) © Mary Hoehn Organization @ Role\* If a student, what is his/her level? • Web Address Date Preparation Began Expected Date of Submission At least one date **must** be entered and be Date Submitted between June 1 - May 31 of reporting year in order for activity to appear in Annual Report. Date Accepted Day Year Date Published

## Other Research Activity Screen



# **Department/College Service Screen**

Samuel Samilar		
Scope of Service *  Type of Service	•	"Scope of Service" <u>must</u> be entered in order for activity to appear in Annual Report.
	▼	
Explanation of "Other"		
Position/Role		
Name of Organization/Committee		
Responsibilities/Brief Description		
B I U x² x₂ D C x³		
Note: For activities that are/were only on one day, leave the blank and specify the end date. For activities that you start		
not yet presently completed, specify the start date and leav	ve the end	
date blank. At least one date must be entered and be betw May 31 of the reporting year in order for this activity to app	-	
Annual Summary Report.	•	
Start Date		
Month Day Year		
Month Day Year  ▼		
	At least one date <u>mus</u>	
End Date		y 31 of reporting year in
Month Day Year	order for activity to ap	opear in Annual Report.
<b>→</b>		

# **Professional Service Screen**

Position/Role	<b>▼</b>
Explanation of "Other"	
Organization/Committee/Journal	
City, State and Country	
City State	Country  ▼
Responsibilities/Brief Description	
B I <u>U</u> x <sup>2</sup> x <sub>2</sub> O C x <sup>3</sup>	
Start Date  Month Day Year	
<b>•</b>	
End Date	At least one date <u>must</u> be entered and be between June 1 – May 31 of reporting year in
Month Day Year  ▼ □ □ □	order for activity to appear in Annual Report.

## **Public Service Screen**

Position/Role	•			
Explanation of "Other"				
Organization/Committee				
City, State and Country				
City	State	•	Country	•
Responsibilities/Brief Description				
B I U x <sup>2</sup> x <sub>2</sub> D C .				
Start Date				
Month Day Year  ▼ □ □ □  End Date		east one date <u>must</u> b	be entered and be	]
Month Day Year  ▼ □ □ □	orde	er for activity to appe	ar in Annual Report.	

## **Brief Reflection on Professional Achievements and Goals Screen**

emic Y	ear						_		
Please describe what you believe to be your most important achievements this year (including activities promoting diversity, equity, and inclusion in teaching, scholarship or service).							Academic year <u>must</u> be same as reporting year in order for activity to appear in Annual Report.		
I	U	X <sup>2</sup>	X <sub>2</sub>	Ċ	C	2			
are tw	o or th	ree pr	ofaccio	unal dos	ale (inc	cluding activities promoting diversity			
, and i	inclusio	on in te	eaching	g, schol	larship	or service) you have for the next			
I	<u>U</u>	x²	x <sub>2</sub>	c	C	7			
mic Ye	ear	In	ıpao	ct of	f CC	OVID			
reflec	et on th	ne imp	act CO	VID-19	has h	ad on your teaching (optional).	Academic year <u>must</u> be same as reporting year in order for activity to appear in Annual Report.		
I	<u>U</u>	X <sup>2</sup>	X <sub>2</sub>	Ö	C	2			
	et on th	ne imp	act CO	VID-19	) has h	nad on your scholarship/research			
$\boldsymbol{I}$	$\underline{\mathbf{U}}$	X <sup>2</sup>	$\mathbf{x}_{2}$	C	C	2			
reflec			act CO						
	e desc ding a vice).  I  are two //, and i emic you  I  reflect I	are two or the vice).  I U  are two or the vice, and inclusive are two inclusive are and inclusive are are the reflect on the	are two or three provice).  I U x²  are two or three provice).  I U x²  I U x²	e describe what you belied ding activities promoting syrice).  I U x² x₂  are two or three profession, and inclusion in teaching emic year and beyond? How I U x² x₂  Impact of the impact CO I U x² x₂  The reflect on the impact CO I U x² x₂  The reflect on the impact CO I U x² x₂  The reflect on the impact CO I U x² x₂  The reflect on the impact CO I U x² x₂  The reflect on the impact CO I U x² x₂  The reflect on the impact CO I U x² x₂  The reflect on the impact CO I U x² x₂  The reflect on the impact CO I U x² x₂  The reflect on the impact CO I U x² x₂  The reflect on the impact CO I U x² x₂  The reflect on the impact CO I U x² x₂  The reflect on the impact CO I U x² x₂	e describe what you believe to be ding activities promoting diversityice).  I U x² x₂ □  are two or three professional goal, and inclusion in teaching, scholemic year and beyond? How might I U x² x₂ □  Impact of mic Year  Preflect on the impact COVID-19 I U x² x₂ □  Preflect on the impact COVID-19 I U x² x₂ □  Preflect on the impact COVID-19 I U x² x₂ □  Preflect on the impact COVID-19 I U x² x₂ □	e describe what you believe to be your ding activities promoting diversity, equivice).  I U x² x₂ O C  are two or three professional goals (ind., and inclusion in teaching, scholarship emic year and beyond? How might the interpretation of CO  Impact of CO  mic Year  Preflect on the impact COVID-19 has be naily.  I U x² x₂ O C  Preflect on the impact COVID-19 has be naily.  Preflect on the impact COVID-19 has be naily.	e describe what you believe to be your most important achievements this year ding activities promoting diversity, equity, and inclusion in teaching, scholarsh vice).  I U x² x₂ □ C x²  are two or three professional goals (including activities promoting diversity, and inclusion in teaching, scholarship or service) you have for the next mine year and beyond? How might the institution support those efforts?  I U x² x₂ □ C x²  Impact of COVID  mic Year  Impact on the impact COVID-19 has had on your teaching (optional).  I U x² x₂ □ C x²  preflect on the impact COVID-19 has had on your scholarship/research nail).  I U x² x₂ □ C x²		