

NON-SENATE ACADEMIC ADVANCEMENT CANDIDATE'S CONTRIBUTION

1. Standardized curriculum vitae in the following format:

- Name and address.
- History of education, including degrees/certificates earned, major/filed, awarding institutions, and dates received.
- History of employment, including titles, name of employer and dates of employment.
- Awards and honors, including dates received.
- List of publications and creative works that is numbered, chronological, and comprehensive.

Items should be categorized by heading, e.g., refereed, non-refereed, books, reviews, other (reports, conference proceedings, patents).

Each item should indicate date of publication and page numbers.

Translations or reprints of previously published work should be clearly indicated.

Work in progress, forthcoming or in press is usually not included and should be counted in future reviews.

Items not previously credited should be in **bold print**. Please do not use bold font for any other items.

2. Completed, signed Vice Chancellor for Research Office “Supplementary Report” for the period under review.
3. *Optional* written statement by candidate providing his/her own perspective on accomplishments during the review period (limit to one page or less).