TEACHING

Name: _____

	A	B	C	D	E	F
1	**Activity Area**	**Short Title**	**Description**	**Point value**	**Activity in 2005**	**Total points for 2005**
2	**Course Evaluation**	Exceptional ratings	*Ratings of 4.00 or more on all four courses (General 1 & 9, Lecture 1& 3)*	10		
3		High ratings	*Ratings of 4.00 or more on three of the four courses*	9		
4		Good ratings	*Ratings of 4.00 or more on two of the four courses*	4		
5						
6	**Awards**	National, Regional, or State	*Teaching Award from APA, EPA, MPA, etc.*	10		
7		University System of Maryland Award	*Board of Regents Award for Excellence in Teaching or Mentoring*	10		
8		Campus-wide Award	*UMBC Presidential Teaching Professorship (pts. may be claimed in only one of the three years of the appt.)*	10		
9		Campus-wide Award	*URGREAT Award*	7		
10		Student organization	*Psi Chi Teacher of the Year Award, etc.*	5		
11						
12	**Publication of a Textbook**	Contract issued	*Contract was signed during reporting year (first or co-author)*	2		
13		Complete manuscript, first author	*Final version was sent to and accepted by publisher (first author)*	4		
14		Complete manuscript, co-author	*Final version was sent to and accepted by publisher (co-author)*	3		
15		Appeared in print: First author or co-author	*Book was published during reporting year and is first- or co-authored*	4		
16						
17	**Publication of an edited Textbook**	Contract issued for edited book	*Contract was signed during reporting year (first or co-editor)*	2		

	A	B	C	D	E	F
18		Complete manuscript, first editor	*Final version was sent to and accepted by publisher (first editor)*	3		
19		Complete manuscript, co-editor	*Final version was sent to and accepted by publisher (co-editor)*	2		
20		Appeared in print: First editor or co-editor	*Book was published during reporting year and is first or co-edited*	4		
21						
22	**Publication of a Book of Previously Published Materials**	Contract issued	*Contract was signed during reporting year (first or co-editor)*	1		
23		Complete manuscript, editor	*Final version was sent to and accepted by publisher, co-editor*	3		
24		Complete manuscript, Co-editor	*Final version was sent to and accepted by publisher, co-editor*	2		
25		Appeared in print: Editor or co-editor	*Book was published during reporting year and you are editor or co-editor*	3		
26						
27	**Course Development**	Development of a new course	*A new course for you and/or for the department*	6		
28		Major revision of a course	*Completely revamped course requirements or primary sources; introduced 21st century technology to the course; etc.*	5		
29						
30	**Independent work with Students (outside of a regular course)**	Thesis direction	*Actively directed a master's thesis, dissertation,or honors thesis; worked regularly with the student (each student)*	3		
31		Chairing a thesis/dissertation defense (proposal or final)	*During the reporting year (each student)*	1		
32		Member of thesis/dissertation committee	*Year of the proposal defense or final defense (each student)*	1		

	A	B	C	D	E	F
33		Serving as a mentor for an ADP Quals examinee	*each student*	2		
34		Serving as a member of an ADP Quals Exam Committee	*each student*	1		
35		Sponsorship of Independent Study	*each student (490, 397, 398)*	1		
36		Sponsoring an INDS, McNair, or Meyerhoff student -- primary mentor	*Mentoring an INDS student's capstone project or research project of McNair/Meyerhoff student (not associated with a course)*	3		
37		Sponsoring an INDS student -- secondary mentor	*Mentoring an INDS student's capstone project (not associated with a course) (each student)*	1		
38		Serving as a clinical preceptor	*biweekly meetings over the course of the academic year (690)*	3		
39		Serving as the primary supervisor for a student on practicum	*Including weekly supervision sessions (each student)*	3		
40						
41	**Mentoring Junior Colleagues**	Mentor to postdocs, junior faculty (including K-awards)	*Serving as a mentor to a junior faculty member or to a post-doc (each colleague)*	3		
42						
43	**Dissemination of Pedagogy and/or Teaching outside the University**	Submission of a manuscript for peer review related to teaching	*Authored or co-authored (do not include if it was research-based and is reported under research)*	4		
44		Publication of a peer-reviewed article related to teaching appears in print	*Authored or co-authored (do not include if it was research-based and is reported under research)*	3		
45		Publication of a non-peer-reviewed article related to teaching	*Authored or co-authored, appears in print*	2		

Name: _____

	A	B	C	D	E	F
46		Workshop/colloquium/continuing education activity	*Presented a workshop, colloquium, or othercontinuing education activity*	2		
47						
48	**Various Extra Teaching Activities**	Over Expected Workload	*Taught more than 7 workload course units in the previous academic year (as specified in letter from chair)*	5		
49	**Additional Activities not Included Elsewhere**	(specify)	*(describe and justify proposed number of points)*			
50		(specify)	*(describe and justify proposed number of points)*			
51		(specify)	*(describe and justify proposed number of points)*			
52					**Teaching SUM**	**0**

SERVICE

Name: _____

	A	B	C	D	E	F
1	Activity Area	Short Title	Description	Point value	Activity in 2005	Total points for 2005
2	**Journal Work**	Editor or Associate editor of a journal involving high number of submissions	*> 50 new ms. submisisons per year*	11		
3		Editor or Associate editor of a journal involving a moderate number of submissions	*< 50 new ms submisisons per year*	10		
4		Member of an editorial board	*(do not list if already taking credit as assoc editor or editor)*	4		
5		Reviewer for journals: lots of activity	*15 or more reviews a year (may include reviews done as a member of an editorial board but not as an editor)*	7		
6		Reviewer for journals: some activity	*8-14 reviews a year*	5		
7		Reviewer for journals: little activity	*1-7 reviews a year*	4		
8						
9	**Grant Review Panels**	Chair of a standing panel or study section	*Meets 3 times per year, reviews multiple grant applications, as in NIH study sections*	10		
10		Chair of a special emphasis panel	*Similar to NIH study section activity, but only one review cycle*	7		
11		Member of a grant review committee or study section	*regular member of NIH type review group that meets 3 times per year as in NIH study section*	9		
12		Ad hoc (temporary) member of review panel	*One grant review meeting. Involves reviewing several grants*	6		
13		Ad hoc (temporary) grant reviewer	*Usually one or two grants*	5		

SERVICE

Name: _____

	A	B	C	D	E	F
14						
15	**Professional Service**	Officer/chair of a national professional org.	*e.g., APA, Division of APA, SBM, ABA, ABCT*	11		
16		Officer/chair of a regional or local professional org.	*e.g., EPA, MPA*	8		
17		Member of a committee of a prof. org.	*Task force, program committee, etc. that involves extra, ongoing work on your part (not special interest group)*	5		
18		Chair of professional org. committee or SIG	*involves more work than participating in the committee*	8		
19		Member of a site visit team	*For research or program review*	5		
20		Review of text or trade book for publisher	*Extensive critique of textbook*	4		
21		Review set of abstracts for a convention	*Specify number of abstracts or paper proposals reviewed*	3		
22		Organization/planning of a convention	*(if not chair of the committee)*	6		
23		Editor of professional newsletter	*specify frequency of distribution*	5		
24						
25	**Letters of Recom-mendation**	Professional letters for colleagues, e.g., job application	*Detailed, individualized letter (not form letter certifying student was in program), e.g.,job application, awards, etc. (per each person for whom letter(s) are written)*	1		
26		External P & T	*Serving as an external reviewer for P & T*	3		
27		Trainee letters	*Detailed, individualized letter for APA internships, postdocs, licensure, grad school, job applications or equiv (per each person for whom letter(s) are written)*	1		

	A	B	C	D	E	F
28		other endorsements for students	*internship, scholarship endorsement, etc. Less extensive letter than previous category. 1 point max.*	1		
29						
30	**University Service**	President of the faculty senate		8		
31		Director of a graduate program	*HSP, ADP*	8		
32		Director of a graduate sub program (high activity)	*ABA, Clinical*	7		
33		Director of a graduate sub program	*B-med, Community-Social*	6		
34		Chair of a time-intensive (> 2 hrs per month on average) committee	*Can be university-wide, campus-wide, or departmental; excludes regular ADP, HSP and subprogram meetings. Includes special committees, such as Quals*	7		
35		Member of a time-intensive (> 2 hr per month on average) committee	*Can be university-wide, campus-wide, or departmental; excludes regular ADP, HSP and subprogram meetings. Includes departmental senator and special committees, such as Quals committee*	6		
36		Chair of a committee that meets 1-2 hours per month on average	*Can be university-wide, campus-wide, or departmental; excludes regular ADP, HSP and subprogram meetings. Includes special or ad hoc committees.*	5		
37		Member of a committee that meets 1-2 hours per month on average	*Can be university-wide, campus-wide, or departmental; excludes regular ADP, HSP and subprogram meetings. Includes special or ad hoc committees*	4		
38		Chair or member of a committee that meets infrequently	*Can be university-wide, campus-wide, or departmental; excludes regular ADP, HSP and subprogram meetings. Includes ad hoc committees*	1		

Name: _____

	A	B	C	D	E	F
39		Member of a non psyc dept P&T committee	*similar role to P & T committee in our dept.*	2		
40		Miscellaneous student advising	*In addition to preregistration advising or talking with students in your classes. Not covered in teaching or other activities.*	1		
41		Sponsor student club/activity	*Ongoing mentoring of student club, such as Psi Chi*	2		
42		University student research judge	*Served as judge for research events hosted by URCAD, GRCAD, Center for*	1		
43		Research mentor of gobs of graduate students	*more than 10 grad students*	6		
44		Research mentor of a gob of graduate students	*5-9 grad students*	5		
45		UMBC requested Public Relations	*meeting with board of visitors, other campus visitors*	1		
46		Lectures to UMBC community	*Honors college, residence halls, Meyerhoff students, Honors college, Visit days.*	1		
47		UMBC recuitment & orientation activities	*Participation in visit days, recruitment, transfer & freshman orientation*	1		
48		Supporting undergraduate research programs (not already counted as part of teaching)	*Participating in McNair & Meyerhoff programs, assisting with URCAD presentation, UMBC Review publication reviews or prep.*	1		
49		Supporting undergraduate research activities above and beyond 397, 490 etc.	*Helping students prepare URCAD presentation, UMBC Review publication, reviewing for UMBC Review*	1		
50						
51	**Service Awards**	Received Board of Regents or National Service Award	*Competitive, peer reviewed*	10		
52		Service award from local agency	*Involves service in a professional capacity (rather than general charitable service, for example)*	6		
53						

	A	B	C	D	E	F
54	**Representing Psychology to the Public**	Lay publications	*Guide to parents, informative web site, newletter note. May only count one time per topic area*	2		
55		Press interviews	*TV, radio, newspaper interviews; profesional opinion, information is communicated. Identified as UMBC faculty. Count one time per topic, not per interview. (e.g., multiple interviews following provacative poster presentation count once, regardless of number of newspapers interested in the story.)*	2		
56						
57		Community service of a professional nature	*inservice training, consultation to others regarding psychological issues, referrals, program development. Specify agency and time involved*	2		
58	**Misc.**	Consultant to colleagues	*statistical, manuscript review, informal grant review*	1		
59	**Additional Activities not Included Elsewhere**	(specify)	*(describe and justify proposed number of points)*			
60		(specify)	*(describe and justify proposed number of points)*			
61		(specify)	*(describe and justify proposed number of points)*			
62						
63					**Service SUM**	0

Name: _____

	A	B	C	D	E	F
1	**Activity Area**	**Short Title**	**Description**	**Point value**	**Activity in 2005**	**Total points for 2005**
2	**External Research Grant or Contract Awards**	Grant Awarded - *PI or Co-PI*; >/= 100,000	*Grant is awarded and funded for >/= $100,000 total (direct costs)*	6		
3		Grant Awarded - *Co-I*; >/= $100,000	*Grant is awarded and funded for >/= $100,000 total (direct costs)*	5		
4		Grant Awarded - *PI or Co-PI*; < 100,000	*Grant is awarded and funded for < $100,000 total (direct costs)*	5		
5		Grant Awarded - *Co-I = <* $100,000	*Grant is awarded and funded for < $100,000 total (direct costs)*	4		
6		Research Subcontract or Contract awarded without formal submission	*A research subcontract or contract is awarded without a formal submission process*	5		
7		Continuation of Grant - PI or Co-PI	*Continuation of a grant ($\geq$ $100,000) awarded in a prior reporting year*	6		
8		Continuation of Grant - PI or Co-PI	*Continuation of a grant ($\leq$ $100,000) awarded in a prior reporting year*	5		
9		Continuation of Grant - Co-I	*Continuation of a grant ($\geq$ $100,000) awarded in a prior reporting year*	5		
10		Continuation of Grant - Co-I	*Continuation of a grant ($\leq$ $100,000) awarded in a prior reporting year*	4		
11						
12	**External Research Grant or Contract Proposal Submission**	RO1 Type Proposal - First Submission; *PI or Co-PI*	*NIH RO1 or comparable proposal (usually > 20 pages in length plus extensive supporting documentation*	6		
13		RO1 Type Proposal - First Submission; *Co-I*	*NIH RO1 or comparable proposal (usually > 20 pages in length plus extensive supporting documentation*	5		
14		RO1 Type Proposal - Resubmission - *PI or Co-PI*	*Written revision and resubmission in response to reviews*	4		
15		RO1 Type Proposal - Resubmission - *Co-I*	*Written revision and resubmission in response to reviews*	3		

Name: _____

	A	B	C	D	E	F
16		Other Proposal - First Submission; *PI or Co-PI*	*Short grant proposal (e.g., < 20 pages with few supporting document)*	*4*		
17		Other Proposal - First Submission; *Co-I*	*Short grant proposal (e.g., < 20 pages with few supporting document)*	*3*		
18						
19	**Internal Research Grant**	Grant Awarded - PI or Co-PI	*Internal grant is awarded (e.g., DRIF, summer fellowship, GCRC)*	4		
20		Grant Awarded - Co-I	*Internal grant is awarded (e.g., DRIF, summer faculty fellowship, GCRC)*	3		
21		Proposal - First Submission; PI or Co-PI	*Interrnal grant proposal is submitted (e.g., DRIF, summer faculty fellowship, GCRC)*	*2*		
22		Proposal - First Submission; Co-I	*Internal grant proposal is submitted (e.g., DRIF, summer faculty fellowship, GCRC)*	*1*		
23						
24	**External Research Fellowship**	Fellowship awarded	*Award of fellowship*	6		
25		Fellowship proposal submitted	*Submission of fellowship application materials (such as Fulbright, etc.)*	*3*		
26						
27	**Internal Research Fellowship**	Fellowship awarded	*Recipient of UMBC Research Fellows Award (Provost's award)*	4		
28		Fellowship proposal submitted	*Applied for UMBC Research Fellows Award (Provost's award)*	*1*		
29						
30	**Articles in Refereed Journals**	Manuscript appear in print - First author or equivalent	*Manuscript appears in print during the reporting year; you are first author or the equivalent in terms of workload*	5		
31		Manuscript appears in print - co-author	*Manuscript appears in print during the reporting year; you are the co-author*	5		

	A	B	C	D	E	F
32		Manuscript Submitted - First author or equivalent	*First manuscript submitted to a journal (or resubmission to another journal with major overhaul)*	*3*		
33		Manuscript Submitted - Co-author	*First manuscript submitted to a journal (or resubmission to another journal with major overhaul)*	*2*		
34						
35	**Articles/Essays in Non-refereed Journal**	Manuscript appears in print; first author or co-author	*Manuscript appears in print during the reporting year; first or co-author*	*1*		
36		Manuscript Submitted; first or co-authored	*Manuscript submitted to a journal*	*1*		
37						
38	**Brief Notes**	In print; author or co-author	*Note must be in print; submissions are not considered in print. Examples include letter to editor, brief note (approx. length 3 pages, and not an abstract), brief test review.*	*2*		
39						
40	**Evaluation Reports**	In print; author or co-author	*Limited circulation report is submitted to the requesting agency during the reporting year*	*5*		
41						
42	**Professional-Level Book**	Contract issued	*Contract issued during the reporting year*	*2*		
43		Complete manuscript, first author	*Final manuscript sent to and accepted by the publisher*	*4*		
44		Complete manuscript, co-author	*Final manuscript sent to and accepted by the publisher, co-author*	*3*		
45		Appeared in print; first or co-author	*Book published during the reporting year; first or co-author*	*5*		
46						
47	**Book for Lay Audience**	Contract issued	*Contract issued during the reporting year*	*1*		
48		Complete manuscript, first author	*Final manuscript sent to and accepted by the publisher*	*3*		

Name: _____

	A	B	C	D	E	F
49		Complete manuscript, co-author	*Final manuscript sent to and accepted by the publisher, co-author*	*2*		
50		Appeared in print; first or co-author	*Book published during the reporting year; first or co-author*	*4*		
51						
52	**Edited Book of Original Contributions**	Contract issued	*Contract issued during the reporting year*	*2*		
53		Complete manuscript, first editor	*Final manuscript sent to and accepted by the publisher*	*3*		
54		Complete manuscript, co-editor	*Final manuscript sent to and accepted by the publisher*	*2*		
55		Appeared in print; first editor or co-editor	*Book published during the reporting year; first editor or co-editor*	*5*		
56						
57	**Chapter in an Edited Book**	Chapter in print - first or co-author	*Chapter appears in print during the reporting year - first author or co-author*	*3*		
58		Manuscript submission - first author	*Manuscript submitted during the reporting year- first author*	*3*		
59		Manuscript submission - co-author	*Manuscript submitted during the reporting year- co-author*	*2*		
60						
61	**Presentation at a Meeting (national or international professional org.)**	Keynote speaker -- national conference	*Invited presentation (usually 1/2 - 1 hour in length)*	*4*		
62		Keynote speaker -- regional or local organization	*Invited presentation (usually 1/2 - 1 hour in length)*	*2*		
63		Invited speaker -- national conference	*Invited presentation at a symposium or some other session.*	*3*		
64		Invited speaker -- regional or local organization	*Invited presentation at a symposium or some other session.*	*2*		

Name: _____

	A	B	C	D	E	F
65		Paper/poster presentation (first author or co-author)	*Presentation of paper in a paper session or symposium or roundtable (published abstract included here)*	2		
66		Discussant or chair of a symposium	*Discussant of a symposium or panel presentation (do not include chairing a set of paper presentation where all you do is introduce the speakers)*	2		
67						
68	**Research Honors/Awards**	Research Award (e.g., young investigator, early career, distinguished scientist	*Award for research program received during reporting year (includes presidential research professor, Regents award)*	10		
69		Fellow	*Election into a society as a fellow during reporting year*	7		
70						
71	**On-going research projects**	On-going research projects	*Examples include actively collecting data or analyzing data for one or more research projects not counted elsewhere (maximum = 1 point)*	1		
72	**Additional Activities not Included Elsewhere**	(specify)	*(describe and justify proposed number of points)*			
73		(specify)	*(describe and justify proposed number of points)*			
74		(specify)	*(describe and justify proposed number of points)*			
75						
76					**Research SUM**	0