**Annual Review Career Faculty Candidate Report**

Consult with your unit regarding the preferred format of your annual review documentation. This form is suggested but not required for units to adopt.

Year of review: \_\_\_\_\_\_\_\_\_

Date:

Faculty member name:

Current academic rank:

Year of hiring or last promotion:

Please forward the following materials to your unit head by the deadline they have noted:

[ ]  This form, with signature, electing either Option 1 or 2 (see below)

[ ]  CV, with this year’s accomplishments highlighted

**Select either Option 1 or Option 2**

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| **Option 1: Annotated CV**I have described my accomplishments in (categories **if applicable**): teaching, research/creative activity, service/professional development; and diversity, equity and inclusion engagement (as appropriate) in my CV, used text highlighting to identify portions that occurred during the year, and included (optional) brief comments to provide clarification if needed.**Signature** **Date** |

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| **Option 2: CV and Summary Statement of Accomplishments**You may elect to submit a statement (maximum 1 page) in addition to your highlighted CV. This form can serve as a cover page. I have described my accomplishments in (categories **if applicable**): teaching; research/creative activity; service/professional development; and diversity, equity and inclusion engagement (as appropriate) in the enclosed statement.**Signature**  **Date** |