

APPENDIX E

**Vitae to Accompany Request for
Continuing Appointment and/or Promotion**

(To be prepared by individual. Other forms may be used provided they contain reference to all appropriate data as set forth in Section IV, of the Guidelines on Promotions and Continuing Appointment.)

A. NAME OF CANDIDATE: DATE:
DEPARTMENT: OFFICE ADDRESS:

B. Earned Degrees

<u>Institution</u>	<u>Specialization</u>	<u>Degree</u>	<u>Date Received</u>
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C. All Previous Educational Employment

<u>Institution</u>	<u>Title</u>	<u>Dates of Service</u>
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D. Other Employment (non-educational)

<u>Employer</u>	<u>Location</u>	<u>Title</u>	<u>Dates of Service</u>
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E. Scholarly Activity

1. Books (indicate title, author(s), publisher, date of publication and pagination). (Cite any reviews by others of your works.)

2. Refereed Articles (including titles, etc.)

3. Unrefereed Articles

E. Scholarly Activity (continued)

4. Book Reviews

5. Artistic Exhibitions and/or Performances (Indicate type of exhibition, to whom, where and date)

6. Computer Software Developed

7. Consultancies

8. Other (e.g., editorial commentary, speeches, forewords, unpublished reports, monographs, etc.)

F. Teaching (e.g., courses offered, courses introduced, etc.)

G. Service (e.g., departmental and campus committees, etc., including years of service, other service contributions, including professional)

H. Professional Affiliations