**University of Toronto Scarborough**

**ANNUAL ACTIVITY REPORT: TENURE STREAM FACULTY**

Period: 1 May 2023 to 30 April 2024

NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DEPARTMENT: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**A: 2023-24 HIGHLIGHTS: Faculty members may want to highlight activities that advance institutional priorities, including, but not limited to, experiential learning, mentorship, pedagogies of inclusive excellence, and publicly engaged scholarship.** (suggested length: 250 words)

**B: TEACHING**.

1. **Courses Taught**. Include lecture courses, reading courses, individual studies, directed reading/research. Include H or Y in course number. Indicate any courses (summer or fall/winter) taught on paid overload.

(i) **Undergraduate**

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| **Course & Section #** | **Course Name** | **Teaching Hrs/Wk1** | **TA/Marker Hrs Allocated** | **End-of-course Enrolment** | **Paid Overload?** |
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(ii) **Graduate**

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| **Course & Section #** | **Course Name** | **Teaching Hrs/Wk1** | **TA/Marker Hrs Allocated** | **End-of-course Enrolment** | **Paid Overload?** |
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1 Indicate the hours you personally spent teaching classes/tutorials.

2. **Laboratories Taught**. Include H or Y in lab course number. Indicate any laboratories (summer or fall/winter) taught on paid overload.

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| **Course & Section #** | **Course Name** | **Teaching Hrs/Wk2** | **TA/Demo Hrs Allocated** | **End-of-course Lab Enrolment** | **Paid Overload?** |
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2 Indicate the hours you personally spent teaching labs.

3. **Course and Curriculum Development.** (Note if grant-supported.)

i) Development of a new course (append syllabus).

ii) New preparation of an existing course (append syllabus; provide any relevant details such as major revisions to course materials and/or lab manuals and new experiments).

iii) New pedagogical methods introduced.

4. **Course and Curriculum Delivery/Management.** (Do not repeat items from Section B.3.)

i) Ongoing innovative methods in specific courses (e.g., in pedagogy, in computer technology, in development of study tools, in TA training)

ii) Course and program management: if applicable, provide information about your coordination of courses/programs, lab organization, hiring and training of TAs, overseeing web-based delivery of course materials, etc.

5. **Other**. (E.g., contributions to other instructors’ courses; informal reading groups; non-course training sessions/workshops)

C. **RESEARCH SUPERVISIONS**.

i) **Undergraduate**. (Include only students NOT registered in courses as listed above under B.1, Courses Taught, (i) Undergraduate: e.g., NSERC summer students. Provide student’s name, project, dates of supervision, your time spent per month.)

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| **Student Name** | **Project** | **Dates of Supervision** | **Supervision Hrs/Month** |
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ii) **New and Continuing Masters**. (List student’s name, project/thesis title, date supervision began, supervisory time spent per month.)

(a) Primary supervisions. (Indicate co-supervisions if applicable.)

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| **Student Name** | **Project/Thesis Title** | **Date Supervision Began** | **Supervision Hrs/Month** | **Co-Supervisors (if any)** |
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(b) Supervisory committee memberships (NB: Not all disciplines want masters supervisory committees listed. Check with your dept. if

you are unsure.)

iii) **New and Continuing PhD.** (List student’s name, project/thesis title, date supervision began, supervisory time spent per month.)

1. Primary supervisions. (Indicate co-supervisions if applicable.)

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| **Student Name** | **Project/Thesis Title** | **Date Supervision Began** | **Supervision Hrs/Month** | **Co-Supervisors (if any)** |
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(b) Supervisory committee memberships.

iv) Completed Graduate Theses/Degrees. (List student’s name, thesis title, degree, completion month; supervisory time spent per month) (These students should NOT be listed above as continuing, unless upon completing the program below they entered another in which you are again supervising them.)

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| **Student Name** | **Thesis Title** | **Degree** | **Completion Month** | **Supervision Hrs/Month** |
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v) **Research Associates/Postdoctoral Fellows/Professional Assistants**. (List names, status/position, average supervisory hours spent per week)

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| **Name** | **Status/Position** | **Average Supervision Hrs/Week** |
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vi) **Other**

D. **SCHOLARLY WORK IN PROGRESS: related to your academic discipline(s). Publications, reports, conference papers, invited lectures, etc.**

Indicate title, year first listed in your annual activity report, progress this year, anticipated date of final completion/presentation/publication, estimated final length. Note whether article, book, edition, textbook, report, conference paper, invited lecture, etc. Add new items each year at top of list; update any older items beneath, deleting any items moved to Section E. Please include here any work that has been submitted but not yet accepted.

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| **Title** | **Co-authors (if any)** | **Year First Listed** | **Progress this Year** | **Anticipated Completion Date** | **Est. Final Length** | **Item Type (e.g. book, article)** |
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**E. SCHOLARLY PUBLICATIONS: related to your academic discipline(s). Including conference proceedings.** Do not list here any items entered in Section D.

1. **Accepted** (not yet published): indicate whether accepted pending revisions or accepted in final form. Place an asterisk (\*) before any title which has not appeared on any previous activity report under D.

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| **Title** | **Co-authors (if any)** | **Journal / Publisher** | **Year Accepted (revisions required? [Y/N])** | **Revisions Completed?**  **(Y/N)** | **Manuscript Length** | **Publication Type (e.g. article, review)** | **Refereed (Y/N)** |
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2. **Published--refereed.** (Provide full citation: co-authors if any, title, journal/publisher, volume, date, pages.) Indicate **D, E**, or **DE,** at the end of the citation, if the item has appeared under D, E.1, or both, on previous activity report(s).

3. **Published--non-refereed**. (Provide full citation: co-authors if any, title, journal/publisher, volume, date, pages.) Indicate **D, E,** or **DE,** at the end of the citation, if the item has appeared under D, E.1, or both, on previous activity report(s).

F**. CONTRIBUTIONS TO CONFERENCES:** presented this year. Indicate contribution title, name of conference, date; written, oral, or poster presentation; co-presenters if any; whether invited; whether refereed (Y/N), whether previously listed (as in progress) or new. Specify if the co-presenters are your students.

G. **INVITED LECTURES**: given this year. Indicate lecture title, inviting organization, location, date; length (minutes). Note whether previously listed (as in progress) or new.

H. **PATENTS, DISCLOSURES, OTHER PROFESSIONAL DESIGNS**. (Indicate where grant-funded.)

I. **CREATIVE PROFESSIONAL ACTIVITIES.** List creative professional activities where related to your academic position, such as film/art festival programming, theatrical productions, contributions to government policy development. Indicate with an asterisk (\*) if the activity is paid.

J. **CURRENT** **GRANTS AND CONTRACTS**. Give project title, granting agency, beginning and ending dates of grant, total amount, co-investigators on application. Specify whether research grant, project grant, or contract.

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| **Project Title** | **Type of Grant** | **Granting Agency** | **Beginning- date of Grant** | **End-date of Grant** | **Total Amount** | **Co-investigators** |
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K. **HONOURS**. (Fellowships, medals, prizes, awards [including teaching awards], etc.)

L. **UNIVERSITY SERVICE**. (Formal administrative positions, chairing of committees, membership on committees, teaching-related activities (e.g., reviews/assessments) outside your academic unit(s), internal conference organizing, etc. For each, indicate the time required this year.)

1. **Department**

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| **Service** | **Hours this year** |
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1. **UTSC Campus**

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| **Service** | **Hours this year** |
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1. **University**

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| **Service** | **Hours this year** |
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1. **Other**

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| **Service** | **Hours this year** |
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M. **EXTERNAL PROFESSIONAL SERVICE**. (Professional service beyond the University: e.g., office-holder in professional society, association conference organizer, journal editor/board member, member of grant selection committee, external PhD examiner. Indicate time spent, this year, for each. Indicate with an asterisk (\*) if the activity is paid.)

N. **OUTREACH** **SERVICE**. (Community activities that have some relation to your position at the University, such as high school liaison, public lectures, popular articles, media panels and interviews, judging science fairs, art/film festival adjudications.)

O. **OTHER**.

**IF THERE IS ANY ADDITIONAL FACTUAL INFORMATION REGARDING ANY ITEM IN THIS REPORT THAT YOU WOULD LIKE THE PTR COMMITTEE TO CONSIDER, PLEASE NOTE IT BRIEFLY BELOW.**