**University of Toronto Scarborough**

**ANNUAL ACTIVITY REPORT:**

**TEACHING-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.

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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 used in specific courses (e.g., in pedagogy, in computer technology, in development of study tools, in TA training)

ii) Course management: if applicable, provide information about your major activities with respect to administration of courses and/or labs, TA hiring and training for these courses, overseeing web-based delivery of course materials, etc.

iii) Program management: if applicable, provide information about your major activities with respect to program design and the coordination/management of programs, including hiring and training program TAs, web management, student program counselling, etc

**5. Writing Centre Responsibilities/Instruction. (If applicable)**

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

C. **SUPERVISIONS**. **(If applicable.**) List undergraduate, graduate, other supervision (e.g., post-doctoral fellows, work-study students). Include only students NOT registered in courses as listed above under B.1, Courses Taught. Provide student’s name, project, dates of supervision, your supervisory time spent per month and in what capacity (e.g., project adviser, project director, member of advisory committee).

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| **Student Name** | **Undergraduate/Graduate/Other** | **Project** | **Dates of Supervision** | **Supervision Hrs/Month** | **Capacity** |
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D. **SCHOLARLY/PROFESSIONAL WORK IN PROGRESS: in relation to your pedagogical/professional development associated with your academic teaching responsibilities. Publications, reports, conference papers, invited lectures, etc. (Professional development includes discipline-based scholarship related to the field(s) in which you teach.)**

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 C. 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/PROFESSIONAL PUBLICATIONS: in relation to your pedagogical/professional development associated with your academic teaching responsibilities. Conference proceedings are included. (Professional development includes discipline-based scholarship related to the field(s) in which you teach.)** 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 that 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/ATTENDANCE AT CONFERENCES.**  List this year’s participation at and/or contributions to conferences in relation to your academic teaching position and professional development. Indicate name of conference, location, date, whether attendance only or contributions made; if the latter, provide contribution title, whether written, oral, or poster presentation, names of 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, related to your academic teaching position. Indicate lecture title, inviting organization, location, date; length (minutes). Note whether previously listed (as in progress) or new.

H**. PROFESSIONAL DEVELOPMENT ACTIVITIES:** other than the scholarly/professional work covered in sections D through G.List professional work, study, and training activities, related to your professional development in your academic teaching position, such as pedagogy and/or web development workshops attended, and pursuit of additional professional qualifications.

I**. CREATIVE PROFESSIONAL ACTIVITIES.** List creative professional activities where related to your academic teaching position, such as filmmaking, studio exhibitions, theatrical productions. 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], other forms of professional recognition)

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 development service beyond the University: e.g., office-holder in professional society, association conference organizer, journal editor/board member, technical adviser. 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, ON ANY ITEM IN THIS REPORT, THAT YOU WOULD LIKE THE PTR COMMITTEE TO KNOW, PLEASE ADD IT BRIEFLY BELOW.**