**Name (first, last), highest degree (ex. M.A**., **MFA**, **Ph.D.)**  
**Academic Rank  
Nicholson School of Communication and Media  
email address@ucf.edu**

**2024-2025 COLLEGE OF SCIENCES – FACULTY ANNUAL REPORT**

**Reporting Period: May 8, 2024 – May 7, 2025**

Complete this form using the template provided. Summarize your annual activities. Respond concisely in each category, indicating NONE in categories with no activity.

**Faculty Annual Reports are due on May 7th. You may request in writing a 21-day extension from your chair/director.**

**I. Teaching Activities**

1. Regularly scheduled courses taught this reporting period will be inputted directly into Interfolio. You are not required to list them on this form.
   1. You may provide additional information, context, corrections, for your course list here.
   2. For courses that you taught for the first time or substantially revised, briefly describe your activities.

2. Thesis/Dissertation Supervision: Provide student name, project title, degree program, and brief statement of progress made this year.

3. Other Research/Creative Work Supervision: Provide supervisee name, level (postdoc, graduate, undergraduate, etc.), project title, and a brief statement of progress made this year.

4. Independent Study: Provide student name, semester, graduate or undergraduate, and a brief description of the project.

5. Internship Supervision: Indicate number of students and describe your responsibilities.

6. Advisement: Academic Advising is done by NSCM professional advisors. List the number of undergraduate/graduate students where you are Advisor of Record.

7. Other (please be specific):

**II. Research and Creative Activities**

1. Scholarly/Professional Publications: **Provide complete citation information including names of all authors using a standard style manual appropriate to your discipline (e.g., APA, Chicago, etc).** Label as journal article, book, chapter, conference proceedings, etc. If you include submitted or accepted articles, label them clearly with their status.

Refereed:

Non-refereed

2. Scholarly/Professional Presentations: Provide author(s), title, venue, location, date. **Label as refereed or non-refereed. Label as invited or contributed.**

3. Creative Works: Describe fully (venue, number of exhibits, refereed or non-refereed, etc.).

4. Patents and Trademarks: Label as applied for or awarded.

5. Sponsored Contracts and Grants: Must be managed through UCF’s Office of Research & Commercialization. Provide names of all PI/co-PI(s), title, sponsoring agency, grant number, beginning/end dates, total dollar value of award, and dollar amount and percent credited to you.

6. Proposals for Contracts and Grants: Must be managed through UCF’s Office of Research & Commercialization. Provide names of all PI/co-PI(s), title, agency, total dollar value of award, dollar amount and percent credited to you, date submitted; and funded, pending, or declined.

7. Impact of past work: Impact of your work from previous years (e.g., this year’s citations from the Web of Science or another appropriate source; or other indications of impact or recognition of past work; dissemination of films, creative work). Note- calendar year and/or lifetime citation count per paper or creative work.

8. Other (please be specific):

**III. Service**

1. UCF Service: SUS, university, college, school, program area committees or other service.

2. Professional Service: Refereeing, reviewing, service in professional organizations, etc.

1. Community Service: Service that is related to the mission of the university.

4. Attended Graduation: Commencement ceremonies attended (Summer, Spring, Fall?)

5. Other (please be specific):

**IV. Other Assigned University Duties**: If you received an MOU from NSCM, describe duties fully based upon fulfillment of expectations described in your Memorandum of Understanding.

**V. Please briefly describe the value of your main accomplishments this year in language accessible to a public audience**. Include a brief description of any honors or awards won by you or your students.