**ANNUAL T/TT FACULTY ACTIVITY REPORT**

**HEALTH AND HUMAN PERFORMANCE**

**REVIEW PERIOD:** January 1 to December 31, 2024

**NAME:**

**ACADEMIC RANK/TITLE:**

**GENERAL INSTRUCTIONS:**

The current HHP T/TT Annual Review Policy utilizes a set of “minimum criteria” to evaluate and assign an initial numerical score to reflect a faculty member’s annual performance in each of three workload domains. Definitions of these minimum criteria can be found listed in Appendix 1 of the HHP T/TT Annual Review Policy which can be accessed through this [link](https://grants.hhp.uh.edu/apr/HHP%20T-TT%20FACULTY%20APR%20POLICY%20(FINAL%2011-14-24).docx).

Please note that you may insert a BRIEF narrative in any of the four sections appearing below clarifying your role, actions, time commitments, etc. related to a particular activity which you feel may be useful to the committee and department chair as part of their evaluation. If you would like to specifically highlight a particular activity which you believe is of superior quality or impact, please provide the committee with appropriate objective metrics for that activity. For example, in the case of publications, you may provide the journal’s impact factor, the journal’s ranking within the academic discipline, the number of citations the publication has received to date, and/or the reputational score of the particular publishing house. However, if you choose to provide this additional information please include the source of the metric(s) which you have provided (i.e. Scopus, Clarivate, Scimago, JCR, etc.).

Appropriate academic-related activities not listed in the annual review policy as part of the minimum criteria for each workload domain should also reported below. In addition to the credit they receive for satisfying the minimum criteria associated with each workload domain, faculty members will receive additional credit for such activities with the caveat that they may not be substituted in lieu of activities listed as part of the minimum criteria unless agreed to by the department chair as part of the (%) Effort Faculty Expectations Agreement. Examples of appropriate additional academic-related activities over and above those which satisfy the minimum criteria in each workload domain that a faculty member may choose to report can be accessed through this [link](https://grants.hhp.uh.edu/apr/Research-Teaching-Service%20Activity%20Examples%20(11-14-24).docx).

**Please upload the following documents along with your completed reporting form:**

* (%) Effort Faculty Expectations Agreement for 2024 Review Period, as discussed and agreed to between the faculty member and the department chair. If necessary, you may add additional comments to the original Expectation Agreement to clarify which reported activities or achievements relate to specific goals detailed in the original agreement. If you choose to add additional comments to the agreement document, please clearly identify your additional comments by using a different text color or by highlighting the additional text.
* A copy of your current full academic CV.

1. **AWARDS AND HONORS**
2. **RESEARCH AND SCHOLARLY PRODUCTIVITY**

**Instructions for Completing Section II below:**

* Label works of first/senior authorship with an (\*)
* Label works that include student participation with an (^)
* Report “published abstracts” as Professional Presentations

1. **Peer-Reviewed Publications**
2. Journal articles published (in print)
3. Books, book chapters published (in print)
4. Additional professional publications (in print)
5. Manuscripts accepted for publication (“in press”)
6. Manuscripts submitted and currently under review (indicate the journal or press)
7. **Non-Peer-Reviewed** **Publications**
8. Journal articles published (in print)

B. Books, book chapters published (in print)

1. Additional professional publications (in print)
2. Manuscripts accepted for publication (“in press”)
3. Manuscripts submitted and currently under review (indicate the journal or press)
4. **Professional Presentations**
5. International, National, Regional (delivered)
6. State, Local (delivered)
7. Papers accepted for presentation but not yet delivered

D. Presentations proposed and currently under review (indicate the organization)

1. **Editorial Contributions and Reviews**
2. Editor (senior or managing editor)
3. Editorial Board Member

C. Manuscript Reviewer

1. **Grant Proposals**
2. Funded/active research grants (include funding level, project/study period)\*
3. Proposals submitted and under review
4. Proposals notified as not funded

\*Include grants/contracts which were funded in prior years and still active—i.e., you had effort dedicated toward them during the calendar year under review.

1. **TEACHING AND INSTRUCTIONAL ACTIVITIES**
2. **Courses Taught (indicate course releases, and purpose/activity for release)**

**Spring:**

**Summer:**

**Fall:**

1. **Graduate Student Committees**
2. Committees Completed(Students graduated)

By each category, list students by name

(i). Dissertation chair

(ii). Dissertation committee member

(iii). Candidacy Paper chair

(iv). Candidacy Paper committee member

(v). Master’s thesis chair

(vi). Master’s thesis committee member

1. Committees in Progress (committee has been reported to GRD)

By each category, list students by name

(i). Dissertation chair

(ii). Dissertation committee member

(iii). Candidacy Paper chair

(iv). Candidacy Paper committee member

(v). Master’s thesis chair

(vi). Master’s thesis committee member

1. **Student Advising**
2. Number of Undergraduate majors
3. Number of Graduate majors
4. Student Organizations (list)
5. **Other Activities Related to Teaching**
6. Program development
7. Course development
8. Instructional materials development
9. Uses of instructional technology in course delivery or enhancement
10. **SERVICE ACTIVITIES**
11. **Professional Organizations**
12. International and National
13. Regional
14. State
15. Local
16. **University / College / Department / Program**
17. University of Houston / UH System
18. College of Liberal Arts and Social Sciences
19. Department
20. Program
21. Additional Service Activities (internal or external to the university)

(append evidence or brief summary description)