

DEPARTMENT OF MATHEMATICS

Monthly Faculty Activities Report

Name _____

Month _____

List any activities or accomplishments outside normal teaching or departmental duties. Include such things as ongoing research, publications, grant activity, professional meetings*, special projects, program initiatives, and university or community service. Clear, well-organized responses will be appreciated. Submit this report to Jo Nell within one week of the end of each month. Keep a copy for your personal file; these should help you prepare your annual evaluation.

* Include the official name, date, location and purpose for professional meetings.
