

Curriculum Vitae Template for Faculty
College of Arts & Sciences
Eastern Kentucky University

Instructions

1. This form is required as part of the documentation for promotion and tenure in the College of Arts & Sciences at Eastern Kentucky University.
2. List items in each category in reverse chronological order.
3. This form is prepared for use by individuals from diverse academic disciplines and with varied types of professional activities. **Omit headings which are not applicable to you or those for which you have no entries.**
4. **Omit all information in italics.**

NAME:

PHONE:
E-MAIL:

ADDRESS:

EDUCATION

List all degrees

Degree, Discipline, Institution, Date.

ACADEMIC POSITIONS

Title, Discipline, Department, Institution, Dates

OTHER POSITIONS

Position, Employer, Dates

TEACHING

List all courses taught at Eastern Kentucky University and the number of times each course has been taught since joining EKU.

Course Prefix and Number	Title	Times Taught
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PUBLISHED WORKS (*provide COMPLETE CITATION using standard method for your discipline or the ones given below. In either case, inclusive page numbers for journal articles should be included*)

Scholarly Books:

Author(s) in order as they appear on book, Year, Title, Publisher.

Refereed Journal Articles:

Author(s) in order as they appear on the article, Title, Journal, Year, Volume, pp.

Non-Refereed Journal Articles:

Author(s) in order as they appear on the article, Title, Journal, Year, Volume, pp.

Textbooks:

Author(s) in order as they appear on book, Year, Title, Publisher.

Refereed Chapters in Books:

Author(s) in order as they appear on the chapter, Year, Title of Chapter, In: Title of book, editor(s), Publisher, pp.

Non-Refereed Chapters in Books:

Author(s) in order as they appear on the chapter, Year, Title of Chapter, In: Title of book, editor(s), Publisher, pp.

Refereed Proceedings/Transactions:

Author(s) in order as they appear on the article, Year, Title, In: Title of Proceedings, editor(s), Publisher, pp.

Non-Refereed Proceedings/Transactions:

Author(s) in order as they appear on the article, Year, Title, In: Title of Proceedings, editor(s), Publisher, pp.

Refereed Published Creative Works:

Author(s) in order as they appear on the article, Title, Outlet, Year, Volume, pp.

Non-Refereed Published Creative Works:

Author(s) in order as they appear on the article, Title, Outlet, Year, Volume, pp.

Other published works (e.g. lab texts, book reviews, technical reports, encyclopedia entries, trade books. Provide all pertinent details as appropriate to the type of published work):

Author(s) in order as they appear, Year, Title, Publisher, pp.

PERFORMANCES, EXHIBITIONSS, PRODUCTIONS:

Indicate if performances, exhibitions, or productions were on or off campus, and indicate whether local, state, regional, national, or international. Where appropriate, indicate if performance, exhibition, or production was invited or non-invited.

Juried Performances/Exhibitions/Productions:

Title of work, Presenter(s) in order as they appear on abstract/program, Title of event (or gallery name), Location, Month Year. Name of juror/reviewer.

See example under next entry

Non-Juried Performances/Exhibitions/Productions:

Title of work, Presenter(s) in order as they appear on abstract/program, Title of event (or gallery name), Location, Month Year.

Example:

Appalachian Variations, Richard Crosby (conductor), Eastern Kentucky University's Pops for Music's Sake, Richmond, KY, March 2006. A local event performed with the EKU symphonic Band.

Juried Compositions/Arrangements:

Title of work, Presenter(s) in order as they appear on abstract/program, Title of event (or gallery name), Location, Month Year. Name of juror/reviewer.

Non-Juried Compositions/Arrangements:

Presenter(s) in order as they appear on abstract/program, Title of work, Title of event (or gallery name), Location, Date.

Juried Productions (e.g. Directed/Choreographed):

Title of work, Presenter(s) in order as they appear on abstract/program, Title of event (or gallery name), Location, Month Year. Name of juror/reviewer.

Non-Juried Productions (e.g. Directed/Choreographed):

Title of work, Presenter(s) in order as they appear on abstract/program, Title of event (or gallery name), Location, Month Year.

Juried Technical Directions (Theater):

Title of work, Presenter(s) in order as they appear on abstract/program, Title of event (or gallery name), Location, Month Year. Name of juror/reviewer.

Non-Juried Technical Directions (Theater):

Title of work, Presenter(s) in order as they appear on abstract/program, Title of event (or gallery name), Location, Month Year.

Juried Production Design (e.g. Scenery, Lighting, Costumes):

Title of work, Presenter(s) in order as they appear on abstract/program, Title of event (or gallery name), Location, Month Year. Name of juror/reviewer.

Non-Juried Production Design (e.g. Scenery, Lighting, Costumes):

Title of work, Presenter(s) in order as they appear on abstract/program, Title of event (or gallery name), Location, Month Year.

Clinics/Adjudications/Workshops:

Title of work, Presenter(s) in order as they appear on abstract/program, Title of event (or gallery name), Location, Month Year.

ORAL PAPERS PRESENTED/ INVITED LECTURES

Title, Presenter(s), Title of conference/Institution, Location, Date, Abstract/Session Number.

POSTERS PRESENTED

Title, Presenter(s), Title of conference/Institution, Location, Date, Abstract/Session Number.

OTHER PROFESSIONAL MEETINGS/WORKSHOPS

Title of Meeting or Workshop, Date, University or Organization, Role if any (e.g. chair, organizer), Location

GRANTS & CONTRACTS

Funded Projects as PI

Title of proposal, PI (and CoPIs if any), Agency, Amount, Dates.

Funded Projects as CoPI

Title of proposal, PI, CoPIs, Agency, Amount, Dates.

Pending Projects as PI

Title of proposal, PI (and CoPIs if any), Agency, Amount, Dates.

Pending Projects as CoPI

Title of proposal, PI, CoPIs, Agency, Amount, Dates.

Proposals not funded as PI

Title of proposal, PI (and CoPIs if any), Agency, Amount, Dates.

Proposals not funded as CoPI

Title of proposal, PI, CoPIs, Agency, Amount, Dates.

STUDENT SUPERVISION (Scholarly/Creative Activities)

List all graduate and undergraduate students and research associates who you have supervised during the last five years.

Graduate students supervised, dates

Undergraduate students supervised, dates

Research associates supervised, dates

INSTITUTIONAL SERVICE

If you served as committee chairperson or other leadership role, please note:

University Committee, dates

College Committee, dates

Department Committee, dates

Other institutional service, dates

SERVICE TO THE PROFESSION

Clearly differentiate editorial positions (e.g. journal editor/associate editor) from manuscript and proposal reviewing.

Office in professional societies, dates

Review/editorial boards, dates

Proposal review panels, dates

Individual proposal review, dates

Manuscript reviews, dates

PROFESSIONALLY RELATED COMMUNITY SERVICE

Service, audience, dates

HONORS AND AWARDS

Clearly indicate whether the award is for teaching, scholarly/creative activities, or service.

Honor, Year, Agency or Organization, Location

OTHER ACTIVITIES/ACCOMPLISHMENTS

Provide relevant details including dates.