***Blue text on a black background

Description automatically generated* Due September 15th**

**Librarian Faculty Information Form**

**Time Period: September 1, 20****through August 31, 20**

**\*\*NOTE: *Please only include information for the time period indicated above\*\****

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| **Academic Employee Name** |  | | | | |
| **SUNY Title** |  | | | | |
| **Functional Title** |  | | | | |
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| **Section I: CURRICULUM VITAE** | | | | | |
| **Submit a current, updated CV in conjunction with this form.** | | | | | |
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| **Section II: EFFECTIVENESS IN LIBRARIANSHIP** | | | | | |
| **II.A: Duties and Responsibilities in Librarianship** | | | | | |
| **Duties and Responsibilities** | | | **Brief Description** | | |
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| **Other Duties** | | | | | |
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| **Section III: SCHOLARLY ACTIVITY** | | | | | |
| **III. A: Research and other scholarly/artistic activities**  *Indicate juried/refereed activities. Include grants proposed/awarded, articles and books submitted/accepted, presentations at professional meetings, performances, shows or productions directed.* | | | | | |
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| **Section IV: UNIVERSITY SERVICE**  *Optimally includes at least 2 of the 3 areas listed below and includes a brief narrative describing activities.* | | | | | |
| **IV.A: Administrative/Committee Assignments** | | | | | |
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| **IV.B: Campus Community Service**  *Participation in recruitment activities – open house, student admitted day; advisement of student clubs, volunteering at*  *on-campus events.* | | | | | |
|  | | | | | |
| **Section V: CONTINUING PROFESSIONAL GROWTH**  Include a brief narrative in each category describing activities | | | | | |
| **V.A: Professional Memberships**  *Indicate leadership roles and term of office* | | | | | |
|  | | | | | |
| **V.B: Professional Meetings, Seminars and Workshops Attended** | | | | | |
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| **V.C: Courses or Degrees Completed** | | | | | |
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| **Section VI: DESCRIBE FUTURE GOALS AND PLANS** | | | | | |
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| **VI: A: This Past Year’s Goals and Plans**  ***Indicate the progress made in accomplishing last year’s goals and plans.*** | | | | | |
|  | | | | | |
| **VI: B: Goals and Plans for Next Year**  ***Include professional and curricular development.*** | | | | | |
|  | | | | | |
| **VI: C: Long Range Goals and Plans**  ***Include professional and curriculum development.*** | | | | | |
|  | | | | | |
| |  | | --- | | **Section VII: OTHER INFORMATION**  *Include other activities not already covered above, but which you wish to note.* | |  | | | | | | |
| **Section VIII: LEARNING COMMONS DIRECTOR COMMENTS** | | | | | |
|  | | | | | |
| **Signature of Librarian** | |  | | **Date** |  |
| **Signature of Learning Commons Director** | |  | | **Date** |  |

**Please submit completed form to the Executive Director of the Learning Commons with a copy to the Director of the Library.**