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Department of Mathematical Sciences Annual Report

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Department of Mathematical Sciences

Annual Report

Submitted by Steven Damelin

3/29/2005

Question:

Currently the Department of Mathematical Sciences submits, on a yearly basis, an annual report to the Dean's Office in the College of Science and Technology at the request of the Dean. Part of this report, contains an Appendix based on annual faculty reviews.

Question 1: What role does this report serve in terms of individual faculty advancement in the university and department advancement in the university?

Question 2: What guidelines, if any exist, to decide what gets included in a department annual report to the Dean's Office specifically in terms of what information faculty report to the Department Chair in their annual reviews.

Rationale:

Recently the Department of Mathematical Sciences posted online their 2003 Annual report to the Dean's Office. It was noted by myself that numerous important details from my 2003 annual review were omitted from this report. Once alerted to this, other faculty in the department found similar omissions in what they reported to the Acting Department Chair in their annual reviews as well.

Response:

Minutes: 3/29/2005: Steve Damelin asked the following questions regarding departmental annual reports.

1) What role does this report serve in terms of individual faculty as well as departmental advancement in the university?

2) What guidelines, if any exist, to decide what gets included in a department annual report to the Dean's Office specifically in terms of what information faculty report to the Department Chair in their annual reviews?

Provost Linda Bleicken provided the following:

“The Office of the Provost provides a template to the colleges and departments for the annual report. The template was developed a number of years ago; it requires each unit to evaluate its progress toward achieving its academic year goals and objectives, to establish goals and objectives for the coming academic year, and to report faculty accomplishments in the areas of scholarship and service (teaching accomplishments are reported elsewhere).

Information submitted by faculty members for annual evaluations is used to complete the portion of the annual report related to accomplishments in scholarship and service. The purpose of the annual report is to chronicle accomplishments of the university in a format that can be reviewed by the Board of Regents. The university's profile can then be assessed relative to the other institutions in the system.

Individual accomplishments contribute to the overall accomplishments of a department and subsequently, a college. Ultimately, the compilation of accomplishments of all the units on a university campus determines the university's profile. In summary, the university's annual report is used to aggregate accomplishments of the university and its personnel that have previously been assessed at unit levels. The report is not used in decisions regarding an individual's merit pay.”