**TERM ADJUNCT APPOINTMENT REPORT**

**DEPARTMENT/FACULTY: NAME:**

**RANK: PERIOD UNDER REVIEW:**

This form conforms to Article 28.5 of the 2022-2025 Collective Agreement between Queen’s University and Queen’s University Faculty Association. Members may include, in any section below, activities that advance I-EDIAA and such information will be considered in the evaluation. This report will be treated as a private and confidential document for use by the Department Head and/or Dean..

Please note: Queen’s University Survey of Students’ Experience of Teaching (QSSET) forms are used to supplement information provided by the faculty Member on this form and in any teaching dossier submitted by the Member. Members may comment on their students' QSSET responses on this form. It is unnecessary for Members to submit their QSSET forms as these are supplied to the Dean by the Office of the University Registrar.

For the period under review, please list:

A. *Courses Taught*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Course # | Term | Total Enrolment | % your instruction | New Preparation? |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

Remarks:

B. *Other Activities Related To Teaching, including contributions in pedagogical development innovation*

C. *Member’s comments on QSSET responses*

D. *Honours and Awards Related*

## E. *If applicable, administrative service responsibilities as per Article 15.5.1*

F. If applicable, professional service responsibilities as per Article 15.5.2

G. *Other*

Please list any other professional work not indicated above that the Member wishes to report, related to the Member’s assigned duties for the period under review:

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Member's signature Date