

**REQUIRED CURRICULUM VITAE FORMAT  
FOR PROMOTION TO DISTINGUISHED PROFESSOR**

NAME:

Home Address:

No. Street Apt. #

City, State, Zip

Home Telephone:

Home e-mail address:

Joint Appointment(s):

Faculty Address:

Faculty Rank:

Primary Department:

Office Telephone:

Campus e-mail address:

**I. EDUCATION****A. Formal** (Expand tables as needed)

Degree	Area	Year Granted	College/University	Location

**B. Other Education/Special Courses**

Course	Location	Description	Date

**II. RESEARCH INTERESTS** (one page)**III. EXPERIENCE** (summarize in the CV, additional primary information to be submitted in the full dossier)**A. Academic Appointments**

(include joint appointments and formal post doctoral positions)

Title	College/University	Location	Dates

**B. Non-academic Employment**

Title	Employer	Date(s)

**C. Consulting**

Organization and/or nature of the work	Employer	Date(s)

**THE DOCUMENTATION FOR THE FOLLOWING SECTIONS SHOULD INCLUDE ONLY INFORMATION SINCE THE MOST RECENT PROMOTION OR SINCE THE FIRST APPOINTMENT AT NJIT, WHICHEVER IS MORE RECENT.**

**IV. TEACHING ACTIVITIES**

**A. Classroom Evaluations.** List all teaching assignments for each semester since becoming a full professor. Include assignments for Fall 2008. If there is no formal teaching assignment for a semester, indicate "none" and give the reason (e.g., sabbatical leave, chairperson of a major committee, family leave, etc.). For each course, include the semester, course title and number, number of credits, mode of instruction (e.g., lecture, laboratory, etc.), main audience (undergraduate majors, undergraduate non-majors, graduate students, etc.), your responsibilities (course supervisor, visiting lecturer, etc.) and student evaluation.

**B. Curriculum development** since becoming a full professor

**1. New course(s) developed**

Course #	Title	Dates Offered

2. **New course manual(s) developed**
3. **Teaching-related publications.** List textbooks, anthologies or other edited collections, software programs designed to enhance learning
4. **Grant support for curriculum or course development.** List PI on grant, granting agency, title, duration, direct costs.

### C. Research Supervision

1. **Undergraduates.** List those undergraduates whose independent studies, honors theses and/or research internships were supervised *since being appointed full professor*. Explain briefly the nature of the work supervised. Provide the title of the project, if relevant.
2. **Graduate students.** List by year of completion the graduate students whose doctoral and/or master's theses were supervised *since becoming a full professor*. Include those currently being supervised.
  - a. Doctoral theses supervised as primary advisor
  - b. Membership on doctoral theses committees
  - c. Master's theses supervised as primary advisor
  - d. Membership on Master's theses committees
3. **Postdoctoral trainees.** List names, graduate institution and years under your supervision.

### V. SCHOLARLY ACTIVITIES SINCE BECOMING A FULL PROFESSOR

(provide in chronological order, newest publications first) List authors' names in the sequence as they appear in print. Underline the senior author.

#### A. Books

1. Published Books (reviews/adoption lists may be submitted)  
Author(s), Title, Publisher, Location, Publication date, No. Pages
2. Published Book Chapters  
Author(s), Chapter Title, Text Title, Editor(s), Publisher, Location, Publication date, No. Pages
3. Books or book chapters in press (include letter[s] from the publisher documenting acceptance)
4. Works in progress (include title and expected date of completion)

#### B. Edited Books

1. Published  
Editor(s), Title, Publisher, Location, Year, No. Pages

2. Accepted or in press (include letter[s] from the publisher documenting acceptance)
3. In progress

**C. Refereed Journal Papers (include refereed conference proceedings)**

Author(s) (in the order in which they appear in the published document), Title, Journal, Vol., No., Date, Page Nos., type of review process (peer? editor?). Underline the senior author.

1. Published
2. Accepted or in press (include letter[s] from the publisher documenting acceptance)
3. In progress

**D. Non-refereed journal articles (include non-refereed conference proceedings). Do not include meeting abstracts**

**E. Notes, book reviews**

1. Published
2. Accepted or in press (include letters from editor(s) documenting acceptance)
3. In progress (include title and expected date of completion)

**F. Conference or meeting abstracts**

Author(s) as they appear in the meeting program, title, meeting, location, month and year. Place an asterisk beside the name of the presenting author and underline the senior author.

**G. Software**

**H. Invited presentations, lectures and/or demonstrations**

1. Keynote or plenary address (list meeting, location and date and lecture title, if relevant)
2. Other invited presentations (list location and date)

**I. Fellowships.** Include name of sponsor, dates and duration of fellowship.

**VI. GRANTS AND CONTRACTS**

**A. Grants ongoing or awarded since becoming a full professor.**

Include all grantee names, sponsor, title of grant, period of the award, total direct funds awarded and role (principal investigator, co-principal investigator, consultant, etc.). If other than principal investigator,

indicate percentage effort. If grants with multiple PI's and/or co-investigators, indicate funding levels to all PI's and co-PI's.

**INCLUDE COPIES OF ALL FUNDED GRANT PROPOSALS WITH BUDGETS and FACE PAGES**

**1. Federal**

- a. Direct funding to candidate
- b. Indirect funding to PI through federal funding mandates. Include original funding source (e.g., Congress) and secondary funding source (e.g., Picatinny Arsenal)

**2. State**

**3. Private Foundations**

**4. Industry**

**B. Contracts (not book contracts).** Indicate the period of the contract and the amount awarded

**C. Grants submitted.** Indicate PI, your role (if not PI), the funding agency, grant title, date submitted, proposed duration, first year direct costs.

**VII. PATENTS AWARDED**

Author(s)	Title	Patent Number	Date Issued

**VIII. PROFESSIONAL LICENSES**

**A. Professional Licenses**

Title	State or Country	License Number	Active/Inactive	Date

### B. Certifications

Title	Certifying Agency	Certification Number	Last Re-certification Date

### IX. SERVICE ACTIVITIES (be specific, provide dates)

- A. University
- B. Department
- C. Peer reviewing activity (list papers, proposals, books, etc.)
- D. Editorial Activity
- E. Community/Government
- F. Professional Societies
- G. Other

### X. HONORS, AWARDS, AND LISTINGS

### XI. STATE YOUR MOST SIGNIFICANT CONTRIBUTIONS TO YOUR FIELD SINCE LAST PROMOTION OR TENURE DECISION. (One page)

### XII. MISCELLANEOUS