

(NameLast, NameFirst)

(Rank)

(Department)

(College)

(USC Columbia)

Seeking **(Tenure and Promotion)** to (Associate Professor)

(Date)

This file will be evaluated based on the approved applicable unit criteria for tenure and promotion which appear immediately after the vote summary page. The candidate accepts these criteria and waives any right to application of other approved unit criteria.

VITA

Education History

Degree	Field	School	Year
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Employment History

Year - Year	Position
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Honors and Awards

Honor Name	Bestower	Year
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TEACHING

Summary of Courses Taught

Supervision of Student Research

Post-doctoral Students

Name	Year	Title or Topic

Doctoral Students

In Progress

Name	Year	Title or Topic

Completed

Name	Year	Title or Topic

Masters Students

In Progress

Name	Year	Title or Topic

Completed

Name	Year	Title or Topic

Undergraduate Students

In Progress

Name	Year	Title or Topic

Completed

Name	Year	Title or Topic

SCHOLARSHIP AND RESEARCH

Statistical Summary of Scholarly Activities

Activity	Count by Year						
	2012	2011	2010	2009	2008	2007	2006
Books							
Refereed Journal Articles							
Unrefereed Journal Articles							
Refereed Conference Articles							
Unrefereed Conference Articles							
Book Reviews							
Invited Presentations							
Contributed Presentations							
Seminars							
Proposals (funded)							
Proposals (pending)							
Proposals (not funded)							
Scholarly Exhibits							

Art Studio Achievement Summary (For Art and Media Arts Faculty)

Exhibition of Work				
Year	Title of Piece or Exhibit	Exhibition Site	Selection Process	Type of Exhibit

Media Arts						
Year	Title of Work	Where Shown / Heard / Performed	Type of Show / Performance	Scope of Exposure	Your Role	

Music Achievement Summary (For Music Faculty)

Performances					Compositions / Arrangements		
Year	Solo	Chamber / Ensemble	Concerto / Oratorio / Opera	Conducted / Directed	Performed	Published	Commissioned

Media Arts				
Year	Solo	Chamber / Ensemble	Concerto / Oratorio / Opera	Conducted / Directed

Publications

Books

In Print

1.

Submitted

1.

Refereed Journal Articles

In Print

1.

2.

Submitted

1.

Refereed Conference Articles

In Print

1.

Submitted

1.

Unrefereed Conference Articles

In Print

1.

Submitted

1.

Abstracts

In Print

1.

Submitted

1.

Book Reviews

1.

Presentations

1.

Invited Presentations at Professional Meetings

1.

Contributed Presentations

1.

Seminars

1.

Scholarly Exhibits or Performances in the Arts

1.

Grants and Contracts

Grants and Contracts Received

Project Title	Role	Sponsor	Share of Funding	Start Year	End Year

1.

Grant/Contract Proposals Submitted

1. Proposal 1
2. Proposal 2
3. Proposal 3

SERVICE

Statistical Summary of Service Activities

Activity	Activity Count by Year						
	2012	2011	2010	2009	2008	2007	
Greater Community							
Professional Community							
University							
College							
Department							

Greater Community

Dates	Duties	Recompense
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Dates	Duties	Recompense

Professional Community

Dates	Duties	Recompense

University

Dates	Duties	Recompense

College

Dates	Duties	Recompense

Department

Dates	Duties	Recompense

Last Name, First Name

PERSONAL STATEMENT

List of all supporting materials submitted in Secondary File

Please organize the supporting materials into Teaching, Scholarship/Research, and Service. Provide enough information on this list so that a reviewer can easily locate each entry.

1.