|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Faculty Activity Categories** | | | | | | | | |
| **Hours per day** | | | | | | | | |
|  | | **Sun.** | **Mon.** | **Tues.** | **Wed.** | **Thur.** | **Fri.** | **Sat.** |
| **Student Instruction** | |  |  |  |  |  |  |  |
| Classroom teaching, preparation, grading/evaluation | |  |  |  |  |  |  |  |
| Clinical teaching, preparation, grading/evaluation | |  |  |  |  |  |  |  |
| Non-classroom instruction (independent studies, thesis work, internships, student productions) | |  |  |  |  |  |  |  |
| Mentoring student research | |  |  |  |  |  |  |  |
| Student consultation outside the classroom (in person, by telephone, by email, etc.) | |  |  |  |  |  |  |  |
| Developing new courses, updating existing courses | |  |  |  |  |  |  |  |
| Instructional development activities (workshops, conferences, online seminars, etc.) | |  |  |  |  |  |  |  |
|  | |  |  |  |  |  |  |  |
| **Student Advising** (meeting with students to review academic progress/plans, writing letters of recommendation, participating in student orientations and training events, etc.) | |  |  |  |  |  |  |  |
|  | |  |  |  |  |  |  |  |
| **Scholarship/Research/Creative Work** | |  |  |  |  |  |  |  |
| Sponsored scholarship/research/creative work | |  |  |  |  |  |  |  |
| Non-sponsored scholarship/research/creative work | |  |  |  |  |  |  |  |
| Attending conferences, seminars, workshops, etc. | |  |  |  |  |  |  |  |
| Writing/preparing grants | |  |  |  |  |  |  |  |
|  | |  |  |  |  |  |  |  |
| **Clinical Work** | |  |  |  |  |  |  |  |
| Delivery of clinical services | |  |  |  |  |  |  |  |
| Administration related to clinical work | |  |  |  |  |  |  |  |
|  | |  |  |  |  |  |  |  |
| **Extension Activities** (Iowa State University only) | |  |  |  |  |  |  |  |
|  | |  |  |  |  |  |  |  |
| **Service** | |  |  |  |  |  |  |  |
| Service to institution (department, college, university committees, task forces, faculty governance, faculty mentoring, advising student organizations, etc.) | |  |  |  |  |  |  |  |
| Service to profession | |  |  |  |  |  |  |  |
| Administering centers/institutes, department/college/university programs, research operations | |  |  |  |  |  |  |  |
|  | |  |  |  |  |  |  |  |
| **Community Engagement/Outreach** | |  |  |  |  |  |  |  |
| Public partnership projects; private partnership projects | |  |  |  |  |  |  |  |
| Public presentations, workshops, seminars | |  |  |  |  |  |  |  |
| Technical assistance | |  |  |  |  |  |  |  |
|  | **Total Number of Hours Per Day** |  |  |  |  |  |  |  |