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| signature_649171297 |  | ***Bronx Community College – CUNY 2155 University Avenue***  ***Bronx, New York 10453***  ***www.bcc.cuny.edu***  ***P: 718.289.5100*** |

**Curriculum Vitae**

**For Teaching Instructional Staff – Professorial, Instructor and Lecturer**

INSERT NAME

Bronx Community College

**Name:** **College:**

INSERT DEPARTMENT

INSERT RANK

**Current Rank:** **Department:**

Application for (double-click the appropriate boxes and select “checked”):

Reappointment:

1st

2nd

3rd

4th

5th

6th

7th

Reappointment with:

Tenure

CCE

Promotion to:

Associate Professor

Professor

Leave:

Fellowship Leave (Sabbatical)

Reassignment Leave (Library)

Other: INSERT LEAVE TYPE

Action to take effect on: INSERT DATE (mm/dd/yyyy)

*For Tenure: 09/01/yyyy*

*For CCE, Reappointment and Promotion: First day of classes in Fall semester*

For Leave: First day of classes of the semester the leave would begin

Date Equivalency to the Doctorate Approved (Complete if applicable): INSERT DATE (mm/yyyy)

**All items should be listed in reverse chronological order starting with most recent**

1. **Higher Education**
   1. **Degree(s) Earned**

|  |  |  |  |
| --- | --- | --- | --- |
| Institution/Location | Degree & Major | Dates Attended (mm/yyyy -mm/yyyy) | Date Conferred  (mm/yyyy) |
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* 1. **Additional Higher Education and/or Education in Progress**

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| --- | --- | --- | --- |
| Institution/Location | Degree & Major | Dates Attended (mm/yyyy -mm/yyyy) | Expected Date of Degree Conferral  (mm/yyyy) |
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1. **Experience** 
   1. **Teaching/Librarianship** (BCC and elsewhere. For elsewhere, last seven years only. Do not abbreviate.)

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| --- | --- | --- | --- |
| Institution/Location | Title | Department | Dates  (mm/yyyy - mm/yyyy) |
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* 1. **Non-Teaching Employment** (Administrative, research, professional, etc., at BCC and elsewhere; for elsewhere, last seven years only. Do not abbreviate. Assignments that are part of teaching workload/reassigned time are to be entered instead in Section 8 or 9, below.)

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| --- | --- | --- |
| **Organization/Location** | **Title** | **Dates**  **(mm/yyyy - mm/yyyy)** |
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1. **Current Professional Licenses and/or Certifications**

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| --- | --- | --- |
| **Item** | **Granted by** | **Date Awarded**  **(mm/yyyy)** |
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1. **Scholarly Publications and Creative Works**

* List all works since initial appointment to the tenure/CCE track or instructor line. Include an online link when available.
* For publications, use full citation using the leading reference/citation format for your field.
* For creative works and co-authored works, indicate your role.
* Mark with an asterisk (\*) each new item since last reappointment or promotion, before the citation.

1. **Refereed Publications and Creative Works**

|  |  |
| --- | --- |
| **Type of Work** | **Full Citation** |
|  |  |
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1. **Other Publications and Creative Works**

|  |  |
| --- | --- |
| **Type of Work** | **Full Citation** |
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1. **Unpublished Work**

* For Reappointment, include all works in progress since last promotion or reappointment in your current title.
* For Promotion and Tenure/CCE, include the entire period since last promotion.

1. **Works Accepted for Publication/Exhibition/Production** (Attach evidence of acceptance.)

|  |  |  |  |
| --- | --- | --- | --- |
| **Type of Work** | **Title** | **Publisher/Venue** | **Date of Acceptance**  **(mm/yyyy)** |
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1. **Works Submitted for Publication/Exhibition/Production**

|  |  |  |  |
| --- | --- | --- | --- |
| **Type of Work** | **Title** | **Publisher/Venue** | **Date Submitted**  **(mm/yyyy)** |
|  |  |  |  |
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**C. Works-In-Progress for Publication/Exhibition/Production**

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| --- | --- | --- |
| **Type of Work** | **Title** | **Expected Completion Date (mm/yyyy)** |
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1. **Conference Presentations and Invited Lectures**
   * List all scholarly presentations since initial appointment to the tenure/CCE track or instructor line.
   * Full citation required using the leading citation format for your field. If available, include an online link.
   * For creative works and co-authored works, indicate your role, after the citation.
   * Mark with an asterisk (\*) each new item since last reappointment or promotion, before the citation.

**A. Past Conference Presentations and Invited Lectures** (Attach evidence of acceptance.)

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| --- | --- |
| **Type of Work** | **Full Citation** |
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**B. Forthcoming Conference Presentations and Invited Lectures** (Attach evidence of acceptance.)

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| **Type of Work** | **Full Citation** |
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1. **Grants and Sponsored Programs**
2. **External** (Outside of CUNY)

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| --- | --- | --- | --- | --- |
| Name of Grant | Funding Agency | Dollar Amount | Role  (i.e., PI, Co-PI) | Award Period (mm/yyyy - mm/yyyy) |
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1. **Internal** (CUNY, BCC, PSC, Research Foundation)

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| --- | --- | --- | --- | --- |
| Name of Grant | Funding Agency | Dollar Amount | Role  (i.e., PI, Co-PI) | Award Period (mm/yyyy - mm/yyyy) |
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1. **Submitted**

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| --- | --- | --- | --- | --- |
| Name of Grant | Funding Agency | Dollar Amount | Role  (i.e., PI, Co-PI) | Date Submitted  (mm/yyyy) |
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1. **Service**

**A. Service to the Department, College, and University**

|  |  |
| --- | --- |
| Type of Service | Dates  (mm/yyyy - mm/yyyy) |
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**B. Service to the Profession and Community**

|  |  |
| --- | --- |
| Type of Service | Dates  (mm/yyyy - mm/yyyy) |
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1. **Other Professional Activities**

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| --- | --- |
| Description | Dates  (mm/yyyy - mm/yyyy) |
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1. **Academic and Professional Honors**

|  |  |  |
| --- | --- | --- |
| Honor or Award | Conferred By | Date Conferred  (mm/yyyy) |
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1. **Current Membership in Professional Societies**

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| Name of Society | Dates of Membership  (mm/yyyy - mm/yyyy) |
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1. **References** For promotion to the rank of Full Professor, at least three (3) confidential letters of reference must be provided, at least two (2) of which must come from individuals outside The City University of New York. Internal letters should not be written by members of your own department. Letters should address the significance of your scholarly or creative contributions to the field, and be sent to the President of BCC as the Chairperson of the College Personnel & Budget Committee.
2. **Annual Evaluation** (Attach most recent Annual Evaluation Conference Memorandum.)
3. **Student Evaluations** (Attach most recent and cumulative Student Evaluations.)

I affirm that the information contained herein is true and accurate. I understand that any misrepresentation may cause the reversal of action taken on this recommendation for appointment, reappointment, or promotion.

INSERT NAME \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ INSERT DATE

Candidate Name (Print) Candidate Signature Date