**First Last *Highlights from Previous Year***   
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# 1 Research

* Summary of publishing success
  + Summary of journal publications
  + Summary of conference publications
  + List important conferences for your field, why you publish there, etc.
* Summary of grantsmanship
  + List grants awarded, amount, status
  + Other grant activity (e.g., grants under submission)
* Summary of awards, accolades, etc.
  + Fellowships
  + Best paper awards
  + invited colloquia
  + Whatever you want the committee to know about your research

# 2 Teaching

* Courses:
  + rankings within specific courses
  + # of peer evals received and done
  + teaching large classes and/or senior design
* Mentoring:
  + MS students, PhD students current
  + MS students, PhD students graduated
  + BS honors, UCARES, etc.
* Awards:
  + dept. teaching, college teaching, university teaching awards
  + teaching pubs
  + authored textbooks
  + teaching grants
  + innovative teaching and curriculum development

# 3 Service

* Internal service:
  + CS dept. committees
  + Chairing CS committees
  + College and university committees
  + Mentoring jr. faculty and serving as P/T chair
* External service:
  + Conference PCs
  + NSF and other agency panels
  + conference org
  + editorship
* Awards:
  + Diversity and inclusion activities
  + dept./college/university service awards
  + national recognition for service