

Academic Affiliation Reporting Form

Department _____ Program: GME
(check one) School Instruction Period Ending _____

The following questions should be answered in the appropriate amount of detail to insure that the services being provided by MFA are adequately described and quantified.

1. Describe financial allocation of compensation provided by the University for services provided. (Budget or Actual Performance as required by the reporting period)
2. Describe departmental structure for allocating salary and non-salary compensation provided by the University for services provided.
3. Describe any modifications/changes in didactic programs made during this reporting period.
4. Describe any changes in administrative appointments related to education services made during this period.
5. Describe any faculty development issues you have identified and outline program for addressing.

6. Describe any new equipment/upgrades that would enhance educational experiences. If available provide an estimate of the cost associated with the equipment

7. Describe any programmatic changes you would propose be implemented during the next 6 months.

8. Describe any programmatic changes you would propose be implemented during the next 12 months.

9. Describe any programmatic changes you would propose be implemented during the next 18 months.

Department Chair Signature _____

Submission date _____

Budget and Administrative Submission Review

Reviewer Signature/Date _____

Chair Signature/Date _____

Action Items:

Item Description	Action to be Taken	Responsible Party	Date Completed