

<p style="text-align: center;"><b>East Carolina University</b> <b>2010-2011 Unit Annual Progress Reports</b></p>
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**Unit:** \_\_\_\_\_

**As agreed upon in 2009, deans should forward Unit Annual Reports to the Provost or Vice Chancellor for Health Sciences by June 30<sup>th</sup> of every year.**

**Unit Report**

- Summarize unit highlights of the reporting period in teaching. Provide bulleted listings and brief descriptions of accomplishments. Indicate how these highlights support/do not support the unit's goals and objectives for this academic year.
- Provide verification that faculty who offer courses using online instruction have completed annual training about distance education.
- Summarize unit highlights of the reporting period in research/creative activity. Provide bulleted listings and brief descriptions of these activities. Indicate how these accomplishments support/do not support the unit's goals and objectives for this academic year.
- Summarize unit highlights of the reporting period in service. Provide bulleted listings and brief descriptions of these activities. Indicate how these accomplishments support the unit's goals and objectives for this academic year.
- Describe any multi-year trends that support the unit's strategic goals, activities, and products.
- Summarize key issues still to be addressed in the unit in order of importance (i.e., resource needs, space, pending challenges). Provide bulleted listings and brief descriptions of issues.

**On February 7, 2011, you received directions from John Chinn about submission of your college Conflict of Interest (COI) Summary Report.**

If you have questions about the electronic submission process for the COI Summary Report, please contact John Chinn, [chinnj@ecu.edu](mailto:chinnj@ecu.edu) in the Office of Research and Graduate Studies, telephone 328-9473.