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**Endowed Professorship/Chair Annual Report**

**University of Louisiana at Monroe**

**Division of Academic Affairs**

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| **Name of Professorship/Chair:** |  | | |
| **Name of Holder:** |  | | |
| **Academic Year Reporting Period:** | | July 1, 20   - June 30, 20 |

On an annual basis, the ULM Foundation prepares a letter of appreciation to the donor of your endowed professorship/chair, thanking them for their support. Included in the letter is a brief summary of how the endowed funds contribute to your success (your students, ULM, and/or the community). To assist the ULM Foundation in preparing the letters, provide 3-4 bullets with a brief description how the funds were used and the significance of the work done:



Additionally, the holder of an endowed professorship/chair will provide an assessment of goal accomplishments and a report of activities supported by the award to the Dean. (Exception: the holder of the Mayme and Tom Scott Professorship submits the *Endowed Professorship/Chair Annual Report* to the Provost & Vice President for Academic Affairs.) For those seeking reappointment, the report will include goals for the next renewal period.

For more information, please refer to the University of Louisiana at Monroe Policies and Procedures Memorandum, entitled *Endowed Professorship Policy and Endowed Chair Policy,* at <https://webservices.ulm.edu/policies/>.

**Assessment of Goal Accomplishments:**

**Report of Activities:**

* **Publications:**
* **Presentations:**
* **Exhibits:**
* **Patents:**
* **External Funding Generated:**
* **Use of Funding Generated:**
* **Other:**

**If seeking renewal, goals for next reporting period:**

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Signature of Holder Date