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**Faculty Professional Development Report Form**

Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date of Report\_\_\_\_\_\_\_\_\_

Department / Division / School \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

College \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Dates of Professional Development Leave\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Describe how you met the objectives described in your proposal?

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2. Please describe and explain any changes in your plan, objectives, or deliverables.

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3. What did you accomplish and what products/deliverables did you develop?

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4. How will the products/deliverables be shared or information disseminated?

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5. Explain how your leave activities will benefit Simmons, your department, program and/or your students?

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6. Additional information

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