

Search Merrick Archives



Physics Records

Description	Examples	Notes	Due at Archives
Senior Projects (comps)	Project Abstracts		Projects with abstracts are submitted to Dspace collection annually in May
Self-Studies	Department Self-Study	To be collected and sent by Director of Assessment. Next expected Summer 2017 .	At Publication – end of academic year 1 of reporting cycle
Self-Studies	External Review; Action Plan	To be collected and sent by Director of Assessment. Next expected about Summer 2018 .	At publication – year 2 of reporting cycle
Self-Studies	Annual Progress Reports	To be collected and sent by Director of Assessment. Next expected Summer 2019 .	Each summer years 3 – 8 of reporting cycle
Faculty Vitae	Curriculum Vitae	See Provost and Dean of the College for Schedule	Collected and sent by Provost's Office
College Publications	Department Brochure	If published other than through AC printing services, please send copy to Archives at time of printing.	From Printing Services
Syllabi	Course Syllabi	Request to all faculty through the building coordinator early each semester. Follow up reminder to individual Faculty by mid-semester.	Beginning of each semester