

## Faculty AY Planning

Faculty Name: \_\_\_\_\_ Academic Year: \_\_\_\_\_

- Requesting to teach the following course(s) for Fall: \_\_\_\_\_  
 \_\_\_\_\_  
 Spring: \_\_\_\_\_  
 \_\_\_\_\_

- Will you have a Course Buyout?  
 Fall: No Yes If yes, how many? \_\_\_\_\_  
 Charge index # or name(s): \_\_\_\_\_  
 Spring: No Yes If yes, how many? \_\_\_\_\_  
 Charge index # or name(s): \_\_\_\_\_

- Will you have a release this academic year?  
 No \_\_\_\_\_  
 Yes \_\_\_\_\_ Semester(s) & year: \_\_\_\_\_

- Do you have active grants managed by HSC/CASAA or other? No Yes, (Complete info. below)

Managing Dept. / Short Name of Grant & Index No. / Name of Administrator, e-mail, and phone #

1. \_\_\_\_\_  
 \_\_\_\_\_
2. \_\_\_\_\_  
 \_\_\_\_\_
3. \_\_\_\_\_  
 \_\_\_\_\_

- Will you be seeking *Summer Research* salary starting in May? No Yes  
 If yes, please indicate indices: \_\_\_\_\_

- Supporting Notes: \_\_\_\_\_  
 \_\_\_\_\_

Contact Rae Ramirez to set-up a meeting to review your award(s) to plan accordingly for any upcoming orders, summer research salary, participant incentives, CBO etc.

Please return completed form to Trish Aragon-Mascarenas. Thank you!