

# Annual Report of QUFA Faculty Members

Due: February 1, 2019

**A Curriculum Vitae (electronic or hardcopy) is required:**

|                                      |                                          |
|--------------------------------------|------------------------------------------|
| <b>Name:</b> Aguilar, Wilson         | <b>Department:</b> Department of Surgery |
| <b>Staff Number:</b> 7353523         |                                          |
| <b>Period:</b> Calendar Year<br>2018 | <b>Cross-Appointments:</b>               |

The Annual Report tool provides faculty with a way to document their professional activities and achievements over a year. The main sections of the report are:

Education  
Scholarship, Research and Other Creative Activity  
Service  
Self Education / Faculty Development  
Prizes, Honors and Awards

Activity Profile (here faculty state whether the distribution of their professional time across education, research, and service is in keeping with contractual agreements and career goals)

Information can be copied forward from one year to the next to save faculty time.

After information is logged and faculty generate their report it includes a section for them to sign, and an area for a department head (or other) to provide feedback and sign off (see end of this file).

Note that this individual report is a sample based on the requirements of Queen's university. Another school could customize the annual report tool to better suit their requirements.

# Section I - Education

Faculty have a tool in the Annual Report to quickly report missing information in the Course Instruction section.

## A. Course Instruction

### 1a) Undergraduate - MEdTech Central:

No Undergraduate - MEdTech Central teaching in the system for this reporting period.

### 1b) Undergraduate (Other):

The information in the top table is automatically generated based on scheduled events in the system. Faculty can report additional instruction and provide comments about it as needed.

| # | Course Number | Course Name | Assigned | Lec Enrol | Lec Hrs | Lab Enrol | Lab Hrs | Tut Enrol | Tut Hrs | Sem Enrol | Sem Hrs | PBL Hrs |
|---|---------------|-------------|----------|-----------|---------|-----------|---------|-----------|---------|-----------|---------|---------|
| 1 | ELE 200       | Elentra 200 | No       | 100       | 2       | 0         | 0       | 100       | 2       | 0         | 0       | 0       |

| # | Course Number | Comments                                                     |
|---|---------------|--------------------------------------------------------------|
| 1 | ELE 200       | I filled in at the last minute for a colleague who was sick. |

### 2) Graduate:

| # | Course Number | Course Name     | Assigned | Lec Enrol | Lec Hrs | Lab Enrol | Lab Hrs | Tut Enrol | Tut Hrs | Sem Enrol | Sem Hrs | PBL Hrs |
|---|---------------|-----------------|----------|-----------|---------|-----------|---------|-----------|---------|-----------|---------|---------|
| 1 | ELE 800       | Clinical Skills | No       | 0         | 0       | 0         | 0       | 0         | 0       | 15        | 2       | 0       |

| # | Course Number | Comments                                                                               |
|---|---------------|----------------------------------------------------------------------------------------|
| 1 | ELE 800       | Provided graduate seminar when a emergency surgery prevent a colleague from attending. |

## B. Undergraduate / Graduate Supervision

When adding this information faculty can specify the learner, degree type (from a dropdown menu), type of supervision (joint or sole), and provide comments.

### 1) Undergraduate Supervision:

| # | Student Name | Degree                  | Course Number | Supervision | Comments                                                                |
|---|--------------|-------------------------|---------------|-------------|-------------------------------------------------------------------------|
| 1 | Edwin Garza  | Summer Research Student | ELE 400       | Sole        | Provided supervision during students summer research project in my lab. |

### 2) Graduate Supervision:

| # | Student Name | Degree | Status | Supervision | Start Year | Thesis Defended | Comments |
|---|--------------|--------|--------|-------------|------------|-----------------|----------|
| 1 | George Smith | PhD    | Active | Joint       | 2015       | No              | N/A      |

### 3) Membership on Graduate Examining and Supervisory Committees (Exclude Supervision):

| # | Student Name | Degree | Department            | University        | Role / Description  |
|---|--------------|--------|-----------------------|-------------------|---------------------|
| 1 | Maggie Smith | PhD    | Department of Surgery | Queen's Univesity | Examining Committee |

Stock Elentra includes Course Design, Curriculum Development, Educational Planning and Policy Dev., etc. as options for type in this section.

### C. Innovation in Education

| # | Course Name | Course Number | Type          | Description                                                   |
|---|-------------|---------------|---------------|---------------------------------------------------------------|
| 1 | Elentra 200 | ELE 200       | Course Design | Helped redesign course to adopt a flipped classroom approach. |

### D. Other Education

| # | Course Name        | Type     | Description                                                                                                    |
|---|--------------------|----------|----------------------------------------------------------------------------------------------------------------|
| 1 | Course Development | Workshop | Completed Centre for Teaching and Learning workshop on course development (3 hours per week for one semester). |

## Section II - Scholarship, Research and Other Creative Activity

### A. Research Projects, Research Grants, Contracts and Research in Education

|   |                                |                        |
|---|--------------------------------|------------------------|
| # | Research / Grant Title         | Amount Received        |
| 1 | Professional Development Grant | 0.00                   |
|   | <b>Type</b>                    | <b>Role</b>            |
|   | Training                       | Principal Investigator |
|   | <b>Agency</b>                  | <b>Duration</b>        |
|   | Department of Surgery          | 1-2018 / 12-2018       |
|   | <b>Principal Investigator</b>  |                        |
|   | Wilson Aguilar                 |                        |
|   | <b>Co-Investigator(s)</b>      |                        |
|   |                                |                        |

### B. Titles of Submitted Research Projects, Research Grants, Contracts and Research in Education

No Submitted Research Projects, Research Grants, Contracts and Research in Education records in the system for this reporting period.

### C. Ongoing Unfunded Research Activities

No Unfunded Research Projects, Research Grants, Contracts and Research in Education records in the system for this reporting period.

### D. Peer Reviewed Publications Faculty can provide a PubMed ID to autocomplete much of the publication information.

**(1) Published:**

1 - Schaper W, [Pathophysiologic basis of coronary disease]., 10-2018, ZFA. Zeitschrift fur Allgemeinmedizin, Vol. 55(28):1574-5 - **Contributing Author (Peer-Reviewed Article)**

**(2) In Press:**

No Records.

**(3) Submitted:**

No Records.

### E. Non-Peer Reviewed Publications

**(1) Published:**

1 - Engelhardt DL, Jen-Hao M, A serum factor requirement for the passage of cultured Vero cells through G2.,

**(2) In Press:**

No Records.

**(3) Submitted:**

No Records.

## **F. Books / Chapters / Monographs / Editorials**

**(1) Published:**

1 - Gartside IB, The effects of cerebellectomy on a penicillin epileptogenic focus in the cerebral cortex of the rat., 3-2018, Electroencephalography and clinical neurophysiology, Vol. 44(3):373-9 - **Lead Author (Complete Book)**

**(2) In Press:**

No Records.

**(3) Submitted:**

No Records.

## **G. Poster Presentations / Technical Reports**

No records in the system for this reporting period.

## **H. Invited Lectures / Conference Papers**

No Conference Papers in the system for this reporting period.

## **I. Other Scholarly Activity**

No Other Scholarly Activity records in the system for this reporting period.

## **J. Patents, Agreements and Licenses**

No Patent records in the system for this reporting period.

## Section III - Service

### A. Service Internal to Queen's University

#### 1) Faculty

| # | Activity / Description                       | Role / Description | Description of Involvement                  | Commitment      | % Meetings Attended |
|---|----------------------------------------------|--------------------|---------------------------------------------|-----------------|---------------------|
| 1 | Committee (specify):<br>Curriculum Committee | Member             | Active participant on curriculum committee. | 4 Hours / month | 100                 |

### B. Service External to Queen's

No Service External to Queen's recorded in the system for this reporting period.

In this section faculty are asked to describe the nature and number of days for any activity that includes the application of professional effort and expertise on behalf of organizations or communities external to the university.

## **Section IV - Self Education/Faculty Development**

### **A. Scientific Meetings/Courses Attended and Other Self-Education Activities**

No Scientific Meetings/Courses or Other Self-Education Activity records in the system for this reporting period.

Stock Elentra includes a required Activity Type if faculty make an entry in this section. The options are Clinical, Other, Research, Service/Administrative, and Teaching.

## Section V - Prizes, Honours and Awards

### A. Prizes, Honours and Awards

| # | Category | Type of Award | Description              |
|---|----------|---------------|--------------------------|
| 1 | Teaching | Award         | Best Teacher of the Year |

Stock Elentra includes Research, Service, and Teaching categories. Type of Award includes Award, Honor and Prize. Description is required but faculty type in their answer.



## Section VI - Activity Profile

**1.A. Percentage of your total professional time spent on the following activities during this reporting period.**

| Description                  | %      |
|------------------------------|--------|
| Education (%)                | 40.00  |
| Scholarship / Research (%)   | 40.00  |
| Service / Administration (%) | 20.00  |
| Total (%)                    | 100.00 |

**2.A. Are these percentages consistent with the current workload standard of your Department / School / Unit and your assigned role for the calendar year?**

| Yes / No | Comments |
|----------|----------|
| Yes      | N/A      |

**2.B. Are these percentages in keeping with your overall career goals?**

| Yes / No | Comments |
|----------|----------|
| Yes      | N/A      |

### 3. Additional Comments

|          |
|----------|
| Comments |
| N/A      |

**Member - I attest that this is my annual report for the 2018 year.**

**Date:** 2018-07-10      **Member Signature:** \_\_\_\_\_

**ANNUAL REPORT FORMS MUST BE SUBMITTED TO YOUR DEPARTMENT HEAD PRIOR TO TRANSMISSION TO THE FACULTY OFFICE. UNSIGNED REPORTS WILL BE RETURNED**

Faculty Member: Department: Department of Surgery

Calendar Year:2018

## Department Head's (School of Medicine) / Director's Assessment of Annual Performance

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Please appraise the performance of the individual faculty member in relation to the *Collective Agreement Article* on academic responsibilities, and in particular in relation to your expectations.

3 - Above expectations  
 2 - Meets expectations  
 1 - Below expectations  
 NA - Not applicable

| Category               | Director's / Head's Comments | Appraisal      |
|------------------------|------------------------------|----------------|
| Teaching               |                              |                |
| Teaching Effectiveness |                              | 3   2   1   NA |

| Category                 | Director's / Head's Comments | Appraisal      |
|--------------------------|------------------------------|----------------|
| Scholarship              |                              |                |
| Scholarship Contribution |                              | 3   2   1   NA |

| Category             | Director's / Head's Comments | Appraisal      |
|----------------------|------------------------------|----------------|
| Service              |                              |                |
| Service Contribution |                              | 3   2   1   NA |

Department Head's / Director's Overall Appraisal:

Member's Comments:

Department Head's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Member's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

The personal information collected on this form is collected under the legal authority of the Royal Charter of 1841, as amended. The information collected is used for academic purposes. Any questions may be directed to the Executive Vice-Dean for the Faculty of Health Sciences. In accordance with Article 28.2.2, this standardized form for evaluation of members has been approved by the parties, Queen's University and QUFA effective August 29, 2011.