

**SERVICE CHECK-LIST (10%)**

**Name of the GFM: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**The GFM submits personal narrative**

**The GFM submits self-assessment check-list**

***The faculty member attains at least 1 item from the Department or College level:***

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| **Category** | **Points** | **Total** |
| I. Department level: | | |
| * (Co-)organizes one or more of the following: Theater, Tertulia, Newsletter, Vendimia, Poetry Series, FilmFest, Tutoring Program, Honor Society, Caffe´italiano. | 6 each |  |
| * (Co-)organizes one or more of the following one-time events: Jornada de Relajación, Concerts, Community Dinners, Dolcissimo, bringing a Guest Speaker. | 3 each |  |
| * Volunteers at one or more of the following: Theater, Tertulia, Newsletter, Vendimia, Poetry Series, FilmFest, Tutoring Program, Casa Bolívar or Shea House, Honor Society, Caffe´italiano. | 2 each |  |
| * Serves as a Language Program Director. | 10 |  |
| * Serves as Assistant Director of a Language Program. | 8 |  |
| * Serves as Language Program Co-coordinator. | 10 |  |
| * Serves as Language Level Co-coordinator. | 10 |  |
| * Serves as Preceptor. | 10 |  |
| * Serves as Casa Bolívar or Shea House Faculty Liaison. | 7 |  |
| * Serves as Placement Coordinator. | 7 |  |
| * Serves as Community Outreach Coordinator. | 7 |  |
| * Serves as Transfer of Credits Coordinator. | 3 |  |
| * Serves on a Departmental Committee. | 7 |  |
| * Chairs a Departmental Committee. | 3 extra |  |
| * Organizes the Graduate Teaching Orientation. | 4 |  |
| * Collaborates with the Graduate Teaching Orientation. | 1 |  |
| * Volunteers for long-term substitutions and overloads. | 2 |  |
| * Volunteers to proctor make-up exams. | 1 |  |
| II. College level: | | |
| * Serves on IWL or College-level Committees. | 7 |  |
| * Chairs an IWL or College-level Committee. | 3 extra |  |
| * Serves as Advisor for 1st and 2nd year Students. | 8 |  |
| III. University level: | | |
| * Serves as Director/Advisor for a UVA Study Abroad Program. | 10 |  |
| * Serves as Co-director for a UVA Study Abroad Program. | 8 |  |
| * Collaborates with Study Abroad Promotion. | 3 |  |
| * Serves on the General Faculty Council. | 7 |  |
| * Serves on UVA-level Committee. | 8 |  |
| * Chairs a UVA-level Committee. | 4 extra |  |
| IV. Community level: | | |
| * Participates in community outreach that directly impacts teaching or learning at UVA. | 5 |  |
| V. National & International level: | | |
| * Serves on national/international organizations and/or national event boards. | 3 |  |