

CURRICULA VITAE

Preparing your CV

for periodic review of membership in the FGPS
and for cyclical review of existing graduate programs by the
Ontario Universities Council on Quality Assurance (OUCQUA)

The Senate regulation makes provision for periodic reviews of membership in synchrony with the appraisal of graduate programs by the Ontario Universities Council on Quality Assurance. Cyclical reviews are based on an eight-year cycle, and membership reviews are held two years before this. One of the most important aspects of the submission is the CV; it is equally important for the review of membership. It is therefore strongly recommended to give particular attention to the preparation of the CV.

All CVs must be submitted as per the attached OCGS format.

A few things to keep in mind:

- Details on *Research Funding* and *Publications* should only be provided for the past eight years, although it is important to include the life-time summary of publications.
- When giving details on individual publications, be as specific as possible in the case of *forthcoming* publications (e.g. in press, submitted, accepted, etc.).
- Pages numbers must be added for books, chapters, journal articles, and conference proceedings. In the event that a work has not yet been published, include the number of manuscript pages.
- The names of the students supervised in the last eight years, the title of the thesis or project, and both month and year of first registration and date of completion.

Although this task may be seen as being unnecessarily burdensome, it is extremely important in the evaluation process of graduate programs.

SAMPLE
(Revised 2012)

Department/School: Religion

July 2012

CURRICULUM VITAE

- a) **NAME:** rank, status (tenured, contract, Member of FGPS, Graduate Faculty, core member, etc.)

DOE, John, full professor, tenured

Employee #:

Member of the Faculty of Graduate and Postdoctoral Studies: yes

- b) **DEGREES:** designation, institution, discipline, year

Ph.D., Theology, University of London, U.K., 1984

B.A., Theology, University of London, U.K., 1980

- c) **EMPLOYMENT HISTORY:** dates, rank/position, department, institution/firm, current full-time position

2004- Professor, Department of Religion, University of Ottawa

2004- Adjunct Professor, Department of Theology, University of Ontario

1988-2002 Associate Professor, Dept. of Religion, University of Ontario

etc.

- d) **ACADEMIC HONOURS:** (F.R.S., F.R.S.C., Governor Generals Award, honorary degree, or equivalent.

Senior Staff Award, University of Ottawa, 2007

Merit Award, University of Ontario, 2002

- e) **SCHOLARLY AND PROFESSIONAL ACADEMIC ACTIVITIES:** past 8 years only (e.g. executive and editorial positions but not memberships in societies; invited presentations at national or international conferences. Please do not list manuscript and grant application reviews)

2005 Ext Assessor of Graduate Programs, Religious Studies, University of Waterloo

2004-2006 Member, Editorial Board, Journal of Theological Studies

2003-2004 Treasurer, Canadian Federation for the Humanities

2002-2004 Executive Secretary, Canadian Theological Society

- f) **GRADUATE SUPERVISIONS:** (career numbers): master=s/ doctoral/postdoctoral, completed/in progress. Please distinguish between supervisor and co-supervisor.

Completed: 5 M.A., 1 PhD

In progress: 1 M.A., 2 Ph.D. (1 PhD University of Ontario)

NAME OF STUDENTS supervised within the past eight years, title of thesis or project (specify), and **both month and year** of year of first registration and year of completion:

. Victoria Shamowski (MA), *Title of thesis or project*, Sept. 2006 - June 2009

. Garth Hanmer (PhD), Sept. 2007 -

. Leslie Davidson (PhD), *Title of thesis or project*, Jan. 2004 - June 2008 (University of Ontario)

g) GRADUATE COURSES: past 8 years, by year

Seminars:

2005-2007 Contemporary Religious Phenomena
 2004-2005 Contemporary Religious Phenomena
 2003-2004 Theology of Evangelization
 2002-2003 Faith, Religion and Culture

Directed Studies:

June Dowell, Ph.D., 2005
 Scott Brown, M.A., Ph.D., 2005
 Jane Smith, Ph.D., 2003

h) EXTERNAL RESEARCH FUNDING: past 8 years only, by year, indicating source (granting councils, industry, government, foundations, other); amount; principal investigator; purpose (operating, travel, publications, equipment, etc...) (Include information on principal or co-investigator)

<u>Year</u>	<u>Source</u>	<u>Type*</u>	<u>Amount per year</u>	<u>Purpose**</u>	<u>Title of Project</u>
2005	Cdn. Fed. For Hum Aid to Sch. Pub. Prog./Principle investigator: J. Smith	C	\$5000	Publication	
2004	SSHRC	C	\$1,500	Travel	
2004	SSHRC	C	\$900	Travel	

etc.

*Type: C-Granting councils; G-Government; F-Foundations; O-Other

** Purpose: research, travel, publication, etc.

i) INTERNAL RESEARCH FUNDING: past 8 years only, by year (university funds, SSHRC minor grants awarded through the university, etc.)

j) PUBLICATIONS: The Publications should be listed in the categories shown below and include the following information: books authored, books edited (a list of the chapters contributed by the editor must follow each title), chapters in books (other than those listed in the above category), papers in refereed journals, papers in refereed conference proceedings, major invited contributions and/or technical reports, abstracts and/or papers read, and others. **Please give full citation, page numbers for books, chapters, journal articles, conference proceedings and names of authors in the order in which they appear on the publication.** Publications submitted, but not yet accepted, must be listed separately within the various categories.

1) Life-time summary (count) according to the following categories:

- Books authored	3
- Books edited	2
- Refereed Chapters in books	3

- Non-refereed Chapters in books	1
- Papers in <u>refereed</u> journal.....	15
- Papers in refereed conference proceedings.	3
- Major invited contributions and/or technical reports.....	1
- Abstracts and/or papers read	6
- Others (workshops presented).....	2

2) Details for past seven (8) years same categories as above:

Books authored:

1. Anti-Judaism in Modern Christianity (University of Toronto Press, 2006), 189 pp.

etc.

Books edited:

1. Contemporary religion ed. by **John Doe** and Frances Crick, University of Ottawa Press, 2004, 480 pp.

a) **Doe, John:** Anti-Judaism in contemporary religion (Chap.5) p. 110-125

b) Danis, L. & **Doe, J.** Judeo-Christian Ethics (Chap.10) p. 432-450

etc.

Refereed Chapters in Books:

1. Passover, Easter and Anti-Judaism, in K. Scholer and F. Marsden (eds), To See Ourselves as Others See Us (University of Calgary Press, 2006) pp. 490-510

etc.

Non-refereed Chapters in Books:

- 1.

Papers in refereed Journals:

1. **Doe, J.**, An analysis of religious studies in the early 60s. The Journal of Modern Thinking. 15:13-15, 2005
2. **Doe, J.**, McMartin, W., Reeves, S., Reading the Scripture. Canadian Journal of Biblical Studies. 31:56-92, 2004
3. Davis, L., Jones, V., **Doe, J.**, Fournier, B., Bible Study in Modern Times, Canadian Journal of Biblical Studies. 22:425-431, 2004

etc.

Papers in Refereed Conference Proceedings
(Please indicate the number of pages)

etc.