ANNUAL REPORT OF PROFESSIONAL ACTIVITIES
(January 1, 2007 to December 31, 2007)

Name: Douglas C. Munski

Introduction: Faculty members in the Department of Geography have traditionally taught a five-course teaching load unless there is a reduction due to other reasons. Faculty have also had the opportunity to propose time allocations between teaching, research, and service (and administration), subject to approval by the departmental Chair and college Dean. These percentages may vary from year to year depending on circumstances, but on these proportions should be used when colleagues assess meritorious performance.

Thus, there are two goals that this activity report is designed to accomplish:

- (1) to *inform* colleagues of the past year's activities and future plans, and
- (2) to *report* work completed to provide a basis for merit review and merit pay adjustments.

Position Description: List your teaching, research, and service percentages for the calendar year. If different percentages were used for the two academic years, take an average of the two. **NOTE: The last sentence above contradicts the principle of differentiated workloads at UND, so I have presented my figures per the specific semesters in recognition of the differentiated workloads model.**

Teaching: 60 (Sp07/Fa07) Research: 5 (Sp07) 2.5 (Fa07) Service: 35 (Sp07/Fa07) Administration: 2.5 (Fa07)

Part 1 – Overview Narrative: Please provide an **overview narrative** (less than a page) describing your current work, manuscripts submitted, under review, work accepted for publication (i.e., in press), and plans for teaching, research, outreach, service, and leaves within the next 12-month period. Include this as an attachment.

NOTE: This document is attached and presented in memorandum form.

Part 2 – Professional Record: Please supply the following information under the appropriate headings. For consistency, only include items that have complete citations. ALL work that is in press, under review, or in preparation should be cited in your narrative in Part 1.

Research & Publication; Basic and Applied, and Related Scholarly Activity:

Published *(List only those items that actually appeared in print in 2007. Progress with other material should be described in your narrative. Writing and other tangible products. Identify with (P) the peer-reviewed items. Distinguish among books, monographs, articles, chapters, atlases, maps, research reports, book reviews, and so forth, and provide a copy of material published in 2007.)*

GEOG 151 (Human Geography) Online Course (13 Lessons) (Released on March 22, 2007) Electronic

The Old-Timers Quick Geographical Reference Packet and Suggested Reading List of North Dakota-Related Print and Internet Resources for the 2007 Statewide Bus Tour for New UND Faculty/Administrators (Revision of August 2, 2007) Pamphlet

Oral presentations *(at professional/scholarly meetings; other institutions; public lectures):*

"Leadership is Like Cheesecake," UND Student Government Annual Awards Banquet, March 31, 2007 at the Alerus Convention and Conference Center, Grand Forks, North Dakota

"Basics of Latitude and Longitude to Prepare to Use GPS for Geocaching", UND School of Engineering and Mines Young Scientists Academy, August 1, 2007 at UND

(with Laura Munski and Gregory Vandeberg) "Outreach Award Report: Dakota Science Center (Expanding Geospatial K-12 Education into North Dakota's Devils Lake Region)", North Dakota View Annual Meeting on August 9, 2007 at Turtle Mountain Community College, Belcourt, North Dakota

Participation on panels *(as organizer, discussant, or chair):*

Not applicable for this year.

Scholarly service:

Editorships:

Prairie Perspective (Journal of the Prairie Division of the Canadian Association of Geographers)

Manuscript review:

One manuscript from the ***Journal of Geography***

Grant proposal review:

Not applicable for this year.

Review panels *(including tenure and promotion):*

Not applicable for this year.

Other *(List and explain):*

Not applicable for this year.

Other outreach—carrying research and problem solving to our various publics:

Not applicable for this year.

Instruction:

Teaching *(include courses taught, directed studies completed, as well as summer courses):*

I have elected to utilize the class rosters available from ConnectND to provide the following data on the next page:

Sp07 (Third Week Enrollments)
GEOG 151 (Human Geography) IVN Version
65 Students at UND, 41 Students at NDSU, and 4 Students at LRSC
GEOG 300 (Special Topics): 12 Students
GEOG 362 (Geography of Canada): 42 Students
GEOG 386 (GEOG ED Field Placement): 2 Students
GEOG 419 (Methods and Materials of Geographic Education): 22 Students
GEOG 591 (Dir Studies in GEOG Problems): 1 Student

Su07 (Unpaid Overload)
GEOG 386 (GEOG ED Field Placement): 1 Student
GEOG 497 (Geography Internship): 1 Student

Fa07 (First Day Enrollments)
GEOG 262 (Geography of North America) IVN Version
54 Students at UND, 25 Students at NDSU, and 2 Students at NDSCS
GEOG 319/319L (Geography for Teachers with Lab): 22 Students
GEOG 386 (GEOG ED Field Placement): 2 Students
GEOG 501 (Geographic Thought through Time): 5 Students
GEOG 591 (Dir Studies in GEOG Problems)
Military Geography Readings Group: 2 Students
Thesis Topic Development: 1 Student

Other university instruction *(guest lectures and so forth):*

Not applicable for this year.

Educational development *(initiatives to improve courses, or effectiveness as an instructor):*

This is an ongoing process that includes efforts in courses taught through the UND Division of Continuing Education and is documented specifically in the annual review process for the VPAA/Provost Office as related to the tenure, reappointment, and promotion process. Please refer again, if necessary, to those materials.

Evidence of teaching effectiveness (*report on efforts to evaluate instruction. Please summarize results of evaluations.)*

That I have engaged successfully in assessment activities is represented by having had GEOG 151 (Human Geography) and GEOG 262 (Geography of North America) recently accepted for general education credit in the social sciences category with GEOG 151 also being granted world cultures status credit. As for specific teaching evaluations for courses, please refer to the materials from the UND Office of Institutional Research.

Other outreach instruction addressed to our various publics:

GEOG 900 June 7 and 10, 2007
From Fossils to Fur Traders to Today: Northeast North Dakota's Rendezvous Region

GEOG 900 June 28 and July 1, 2007
Using a Winnipeg Field Trip as a Tool for Landscape Study

Student Advising:

Graduate advisees *(Please list names, progress, and status achieved during the year):*

Geography Department Graduate Director

This duty requires me to be the temporary graduate advisor for incoming students with this group for Fa07:

Mark Blore (most likely to be assigned by Sp08 to Dr. Greg Vandeberg)
Justin Braaten (to be assigned ASAP to Dr. Brad Rundquist)
Wey Greene (most likely to be assigned by mid-Fa07 to Dr. Brad Rundquist)
Jordan Neau (to be assigned ASAP to Dr. Devon Hansen)
Lance Podol (most likely to be assigned by Sp08 to Dr. Enru Wang)

Geography Department Master's Degree 1st Reader
James Crayne (McNair Program)

Geography Department Master's Degree 2nd Reader
Tina Billips, Graduated at May 2007 Commencement
Timothy P. Solberg, ABT but Will Be On Leave as Has Accepted Job as a Planner with Cass County, North Dakota
Todd Fahrni, Made Satisfactory Progress and at 2nd Year Level
William Wetherholt, Made Satisfactory Progress and at 2nd Year Level

Other Departments
Member-at-Large for Doctoral Committees
LaVerne Kingsbury (Teaching and Learning), Graduated at May 2007 Commencement
Linda Rains (Higher Education), ABD
Kerri Westgard (Teaching and Learning), ABD
Cassie Gerhardt (Higher Education), Still Completing Coursework

Outside Reader for Master's Theses
Tim Rodenberger (History), Still Completing Coursework
Daniel Sauerwein (History), Still Completing Coursework

Graduate student research supported *(Graduate student research and scholarly projects and activities supported):*

Not applicable for this year.

Undergraduate advisees *(Taken from your advisee listing):*

NOTE: Because of ConnectND's inaccuracies, the listing and the actual students are not the same. Indeed, I have a number of undergraduates not officially assigned to me who occasionally "drop-in" from other departments because my work in Student Academic Services is recognized campuswide for developmental-oriented academic advising that incorporates student-centered and mentorship styles of professional interaction.

Undergraduate student research supported *(Undergraduate student research and scholarly projects and activities supported):*

Not applicable for this year.

Special Commitments to Academic Advising

NOTE: Because developmental academic advising is a form of instruction as well as a service function, I suggest that my intensive daily work from 7:00 A.M.-4:00 P.M. Mondays through Thursdays and 7:00 A.M.-2:00 P.M. Fridays for Student Academic Services between June 4, 2007 and July 13, 2007 as the senior faculty academic advisor needs to be recognized somewhere in this report.

Professional Service:

Department:

Graduate Director (2.5% differentiated workload commitment in Fa07)
Co-director, Forum for Contemporary Geographic Issues
Co-director, Fa07 Graduate Student Orientation Field Trip
Representative, GEOG CCN Prefix Meetings (Statewide Convener)
Representative, Extended Secondary Education Faculty
Co-sponsor, Homecoming Speaker
Underwriter, Homecoming Tickets for Undergraduates and Graduate Students
Contributor (quarterly), B. L. Wills Scholarship Fund
Underwriter, Departmental Table for Feast of Nations

College of Arts & Sciences:

Co-director, Canadian Area Studies Steering Committee
Member, Tenure, Reappointment, and Promotion Committee
Representative, Enrollment Management (Campuswide Meetings)

University:

Chairperson, University Senate (Sp07)
Member, UND Presidential Search Committee (NDUS SBHE)
Member, University Senate Executive Committee (Fa07)
Representative, Council of College Faculties (Senate)
Member, Summer Programs and Events Council (Presidential)
Member, Summer Sessions Committee (Senate)
Chairperson, University Parking and Traffic Committee (VPFO)
Member, Teacher Education Advisory Committee (E&HD)
Member, Dakota Dialogues (Convocation Speakers Planning Group for UND 125th Anniversary)
Member, National Undergraduate Awards Committee (VPAA/Provost)
Facilitator, Welcome Weekend Small Group Discussions (VPSO)
Representative, UND Open Houses (VPSO)
Reviewer, Phase I/Phase II/Phase III Portfolio Reviews (E&HD)
Member, Special Review Committee (Senate)

Professional or scholarly organizations:

Member-at-Large, Executive Committee, Prairie Division of the Canadian Association of Geographers
Chairperson, North Dakota Geographic Alliance Board of Directors
Executive Director, North Dakota Council for the Social Studies
Administrator, Association of North Dakota Geographers Foundation Fund
Judge, National History Day-North Dakota-Region IV

Other professional service:

Professional Memberships:

Association of American Geographers
Canadian Association of Geographers
Association for Canadian Studies in the United States
American Geographical Society
National Academic Advising Association
National Council for Geographic Education
National Council for the Social Studies
National Science Teachers Association
North Dakota Education Association
North Dakota Public Employees Association
North Dakota Orienteering Association
North Dakota Geographic Alliance **(Life Membership)**
Sigma Xi **(Science Honorary Society)**
Phi Delta Kappa **(Education Honorary Society)**

Grants, Research Contracts and Fellowships *(Please note those applied for, in progress, and received):*

Not applicable for this year.

Honors, Awards, Recognitions Received:

For scholarship:

Not applicable for this year.

For instruction:

Not applicable for this year.

For outreach:

National Award Winner, University Continuing Education Association's Excellence in Teaching Award (Presented at the association's annual national conference on April 13, 2007 in Vancouver, British Columbia; receiving this award is precedent-setting in UND's distance education initiatives and so noted by the UND Office of the President.)

For service:

UND Department of Teaching and Learning Recognition Award for Service in Social Studies Education (Presented by Dr. Donna Pearson in Sp07 on behalf of the academic unit in which I am an adjunct faculty member.)

UND Office of Support Services Certificate of Appreciation for Outstanding Assistance to the Program (Presented on April 18, 2007 during the unit's annual awards ceremony.)

International activity *(Teaching, research, service, or studying abroad):*

Not applicable for this year.

Other recognition:

Gamma Sigma Alpha Outstanding Faculty Advisor Award for 2006
(UND's Greek community's top campus wide recognition with the nomination coming from Kappa Alpha Theta and being seconded by Delta Upsilon but not presented until the Sp07 UND Greek Awards Ceremony.)

Comments on the Data and Their Interpretation:

Because this particular form asks for completed tasks that are not ending until December 31, 2007, there is a need to indicate that I am intending to participate in PCAG-Estevan (September 28-30, 2007), NDEA IC (October 17-19, 2007), and Geography Action Week (November 11-17, 2007) .

Reports from faculty are due September 24, 2007 per Notice of August 24, 2007.

Memorandum
To: Colleagues in the UND GEOG DEPT
From: D. C. Munski
Re: Overview Narrative for Annual Report
Date: August 26, 2007

Pursuant to the request on page one, I have divided my overview narrative into the sections below:

Current Work
My efforts in this regard are directed in the scholarship of teaching and learning. I am in the midst of overhauling of GEOG 501 (Geographic Thought through Time). I also am working with UND Division of Continuing Education's Correspondence and Online Studies to develop an online version of an existing traditional correspondence course (GEOG 362: Geography of Canada) and to create a new online course (GEOG 262: Geography of North America). I am preparing my specific contributions as the editor for the 2007 volume of ***Prairie Perspectives*** plus helping to revive the newsletter of the North Dakota Council for the Social Studies.

Plans for Teaching, Research, Outreach, Service, and Leaves between January 1, 2008-December 31, 2008

Teaching: I hope to launch A&S 252 (Introduction to Canadian Studies) with Dr. Virgil Benoit and Dr. James Mochoruk in Sp08. I will be seeking permission to offer GEOG 453 (Historical Geography) in Su08. It is my intention to have GEOG 319L (GEOG ED Lab) more oriented toward geospatial technologies when it is offered in Fa08.

Research: I am hoping to work collaboratively with faculty colleagues and graduate students to pursue certain topics from various master's theses to the next level of study with the intention to produce co-authored posters and/or presentations and associated publications.

Outreach: My intention is to establish a series of GEOG 900 workshops that would include the PRISM approach with the local school district that could be available in Sp08, Su08, and Fa08. I will be investigating the pros/cons of providing a course in the Osher Lifelong Learning Institute as requested by UND Division of Continuing Education. I will continue to work with the NDView and ND EdPARC programs for K-12 education with particular attention upon the Young Scientists Academy in Su08.

Service: I anticipate that there will be an increase in the level of my service tasks, notably in Sp08 as the department's graduate director per the indicators from the UND Graduate School.

Leaves: I do not anticipate requesting a true sabbatical or any developmental leaves that would occur during the 2008 calendar year.