**College of Education RTP Narrative Template Category C: Contributions to the University**

All information refers to the period from to

## NAME: DIVISION: ACADEMIC TITLE:

**Introductory Statement**

*In the space below, write a 250-400 word summary that explains your understanding of your role in faculty governance and other activities in support of the functions and activities of your division, the College of Education, and Cal State LA. Explain which of your efforts have been made in support of Cal State LA's Diversity Equity and Inclusion goals (see link here: https://*[*www.calstatela.edu/diversity).*](http://www.calstatela.edu/diversity%29)***OPTIONAL:*** *If you choose, you may use part of your statement to explain how your work in Category C connects to your work in Category A and/or B.*

**Evidence of Contributions to the University (for Faculty at All Levels)**

*Please record your membership on committees that contribute to university academic governance during the period of review in the appropriate sections below. You may delete any sections that are not relevant to your activities during the period of review.*

# Section 1: Division, College, and University Committee Service

## Program/ Division Committees:

*In the table below, list your participation at the division level in any standing or ad-hoc committees,* and/or formal or informal work groups. Please estimate your monthly time commitment to each committee, your role (e.g. member, chair, etc.), and the length of your service term. You may add or delete rows as needed.

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of Committee** | **Role** | **Time commitment in****Hrs. (monthly)** | **Length of term or duration of participation** |
|  |  |  |  |
|  |  |  |  |

## College Committees:

*In the table below, list your participation at the college level in any standing or ad-hoc committees,* and/or formal or informal work groups. Please estimate your monthly time commitment to each committee, your role (e.g. member, chair, etc.), and the length of your service term. You may add or delete rows as needed.

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of Committee** | **Role** | **Time commitment in****Hrs. (monthly)** | **Length of term or duration of participation** |
|  |  |  |  |
|  |  |  |  |

## University Committees:

*In the table below, list your participation at the university level in any standing or ad-hoc committees,* and/or formal or informal work groups. Please estimate your monthly time commitment to each committee, your role (e.g. member, chair, etc.), and the length of your service term. You may add or delete rows as needed.

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of Committee** | **Role** | **Time commitment in****Hrs. (monthly)** | **Length of term or duration of participation** |
|  |  |  |  |
|  |  |  |  |

# Section 2: Other Service in Support of Division, College, or University

## Accreditation and/or Program Improvement Activities

*In the table below, list your activities related to accreditation work, such as WASC or CTC report* preparation, site visits, program self-study activities. You may add or delete rows as needed

|  |  |  |
| --- | --- | --- |
| **Responsibilities / Activities Completed** | **Time Commitment****in Hrs. (Monthly)** | **Time Period** |
|  |  |  |
|  |  |  |

## Service to Community and other Educational Institutions in Support of University Goals

*In the table below, name the school, community-based organization, or other entity with whom you are* working, the length of time the project has been going on or is expected to continue, and a brief description of the activities engaged in. You may add or delete rows as needed.

|  |  |  |  |
| --- | --- | --- | --- |
| **Community-Based** | **Activities / Role** | **Time** | **Time** |
| **Organization or Educational** |  | **Commitment** | **Period** |
| **Institution** |  | **in Hrs,** |  |
|  |  | **(Monthly)** |  |

|  |  |  |  |
| --- | --- | --- | --- |
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## Activities for Campus Life Improvement

*In the table below, list events or activities you have helped coordinate such as retreats, conferences, or* orientations that contribute to the improvement of student, staff, or faculty life at Cal State LA. You may add or delete rows as needed.

|  |  |  |  |
| --- | --- | --- | --- |
| **Event or Activity** | **Role** | **Time Commitment (total contribution in****hours)** | **Date(s) of Event or activity** |
|  |  |  |  |
|  |  |  |  |

## Professional consultant activities

*In the table below, name the school, community-based organization, or other entity for whom you served* as an unpaid consultant and a brief description of the activities engaged in. You may add or delete rows as needed.

|  |  |
| --- | --- |
| **Organization** | **Consultant Activities** |
|  |  |
|  |  |

## Awards received for Service

*In the space below, list any prizes, honors, or commendations for your service received during the period* of review, including the title of the award, the date received, and the entity from which the award was received.

# Section 3: Evidence of Professional Contributions (for Associate and Full Professors)

Professional Contributions are expected **for associate and full professors**. Professional Contributions are ways that faculty contribute to leadership in the college and in the community.

## Administrative Posts:

*In the table below, list administrative roles you held during the period of review, including Program* Coordinator, Division Chair or Associate Chair, or other appointed roles with significant administrative responsibility. You may add or delete rows as needed.

|  |  |  |
| --- | --- | --- |
| **Administrative Role** | **Organizational Entity (i.e. Division, College, or other University Unit)** | **Length of Term** |

|  |  |  |
| --- | --- | --- |
|  |  |  |
|  |  |  |
|  |  |  |

## Funded Projects:

*In the table below, list your participation in funded, non-research projects designed to support or expand* the effectiveness of your program, Division, College, or other University unit (other than efforts that directly impact teaching Cal State LA students). You may add or delete rows as needed.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Project Title** | **Funding Source or****Agency** | **Amount****($)** | **Role or Responsibilities** | **Time Period** |
|  |  |  |  |  |
|  |  |  |  |  |