

## College of Education

### ASSIGNED TIME YEAR-END REPORT

**Due no later than JUNE 1, 2008**

Assigned time year-end reports should include a brief overview of how your service/project/research contributed to the Mission of the COE/CSUSM and an evaluation of intended outcomes. Submission of the year-end report is necessary prior to the consideration of next year's proposal. Assigned time proposals are the sole means by which the 3 units of instructional assigned time for this purpose will be considered and granted to individual faculty members. Therefore, faculty who do not submit both a year-end report and assigned time proposal will have a direct teaching load of 24 units for the academic year.

Please provide a short summary of work accomplished this past year. The year-end report should be approximately one page in length and may, in addition, include any necessary attachments. Reports should include:

- **Summary of project and work completed** (This can be in a narrative or bulleted format. Please include the target population being served or targeted journal venue for research findings / article)
- **Evaluation of intended outcomes** (Evaluation can include findings from data collected from a project, letters of support from appropriate district personnel in recognition of work completed, completed manuscripts for submission to journals, etc.)

### College of Education Mission Statement

The mission of the College of Education Community is to collaboratively transform public education by preparing thoughtful educators and advancing professional practices. We are committed to diversity, educational equity, and social justice, exemplified through reflective teaching, life-long learning, innovative research, and ongoing service. Our practices demonstrate a commitment to student-centered education, diversity, collaboration, professionalism, and shared governance.