

## **Items to Consider Including in a Teaching/Learning Portfolio**

### **Personal Material**

- statement of teaching responsibilities, including specific courses, and a brief description of the way each course was taught.
- personal teaching philosophy, strategies and objectives
- personal teaching goals for next five years
- representative course syllabi (include why courses constructed this way)
- description of steps taken to evaluate and improve one's teaching
- curricular revisions (new course projects, materials, course assignments, etc.)
- self evaluation
- publications on teaching (any editing, contributions, etc.)
- information on direction/supervision of honors, graduate theses and research group activities

### **Material from Others**

- statements from colleagues who have observed your teaching
- statements from colleagues who have witnessed out-of-class activities such as instructional and curricular development and instructional research
- student and course evaluations which show improvements in effectiveness
- department statements on your teaching
- performance reviews as a faculty advisor
- honors, awards, and other recognition
- outside agencies' invitations for papers on teaching
- invitations from other schools to demonstrate effective teaching
- participation in teaching development within your discipline
- documentation of teaching development
- teaching research
- videotape of your teaching
- student scores on standardized tests

### **Products of Good Teaching**

- student essays, creative work, lab books, publications, course-related work
- Information about the effect of your courses on student career choices or help given by the professor to secure student employment."
- record of students who succeed to advanced courses in discipline
- statement from alumni
- examples of graded student essays showing excellent, average and poor work along with instructors' comments as to why they were so graded