

Panel:

Portfolio Resources and Development

Teaching
Extension
Research

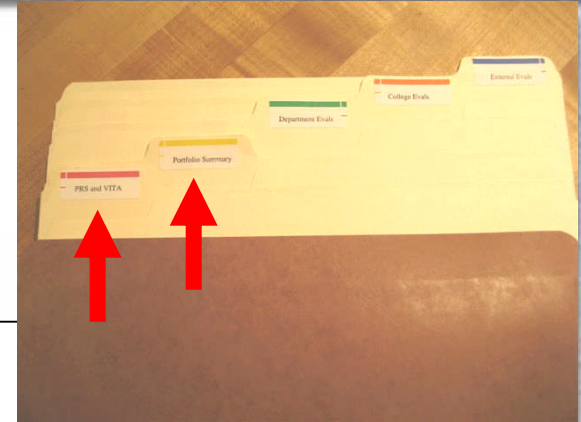
David Acker, Associate Dean

Gerald Miller, Associate Dean

Joe Colletti, Senior Associate Dean

April 10, 2007

2 pieces prepared candidate



- **Vita:** Is a list
- **Faculty Portfolio:** is an explanation ...places accomplishments in context... interprets and analyzes these successes

Faculty Portfolio and Portfolio SUMMARY

- Faculty Portfolio: may be as long as you like (including primary materials like copies of your published articles)
- Portfolio Summary: It is a summary of the faculty portfolio
- Limit = 25 pages

The document must communicate

- Remember, you won't have an opportunity to discuss your accomplishments with the reviewers...

Focus of my comments

- Elements of the Portfolio Summary that relate to Teaching and Learning

Common elements in the portfolio related to teaching and learning that must be included

- Teaching philosophy
- Materials on performance of responsibilities in teaching and learning
- Summary of teaching evaluation data in tabular form with comparative department norms

Portfolio: Teaching and Learning

- Interpret and analyze the key components of the academic record related to T/L
- Demonstrate and explain quality and impact
 - grad students trained and their placement
 - grants obtained and the work they funded
 - summaries of peer evaluation of teaching
 - contribution to professional associations
 - future plans (teaching/learning and the SOTL)

Categories related to T/L in a recent portfolio

- Teaching philosophy, goals, innovations, methods
- Teaching, advising and mentoring roles, responsibilities
- Supervision of grad students
- Contributions to curricula
- Publications in T/L
- Summary of student evaluations of teaching
- Peer reviews of teaching

Scholarship of Teaching and Learning: Publications

- Put them in context. Why do they matter?
- Don't just list a zillion publications and expect reviewers to understand impact.
- Describe each journal with indicators to illustrate how influential it is (acceptance rate, number of peer reviewers, impact)

Scholarship of Teaching and Learning: Publications

- Omit from the Portfolio Summary:
 - Articles published prior to your ISU start date
 - Articles derived exclusively from research conducted prior to coming to ISU

Teaching Evaluation Ratings

- Summary data on student evaluations of teaching are essential evidence
- Chairs should provide data to candidates on departmental averages of student evaluations of teaching for use in comparing their teaching to the dept.
- Describe the rating scale used

Tabular Summary

Sem. & Yr.	Course #	Credits	# of students enrolled & % response	Overall rating of instructor	Dept mean for comparable courses	Overall rating of course	Dept mean for comparable courses
Fall 2006	ABC 218	3	48 enrolled 94% responded	4.5	4.0	4.3	4.0

- Details in the Vita
- Summary in the Portfolio
- Could then lead to discussion of what was done to improve teaching

Source: Modeled after LAS dossier template

Peer Evaluation of Teaching

- The College P&T Advisory Committee strongly urges departments to use and candidates to report peer evaluations of teaching as a complement to student evaluations of teaching.

Outcomes Assessment

- Portfolio should address the use of student outcome assessment as a key element in a continuous improvement process.
- How do you know that students have learned?

What else?

- Teaching related honors and awards
- Invitations to consult/advise on curricula
- Invitations to share course materials
- Mentoring of undergraduate research experiences

Format and Packaging

Do

- Study ISU guidelines
- Be simple, thoughtful, concise
- Proofread
- Hire an editor

Don't

- Skip the fancy cover
- Skip the full color reprints
- Avoid repetition

Resources

- Provost's Web Site
 - Guidelines and Best Practices
- Provost's office: examples of successful P&T dossiers
- Current Faculty Handbook
- CELT
- Department Chair
- Formal and informal mentors

Next up: Extension

- Dr. Gerald Miller, Associate Dean