

Panel:

April 9, 2009

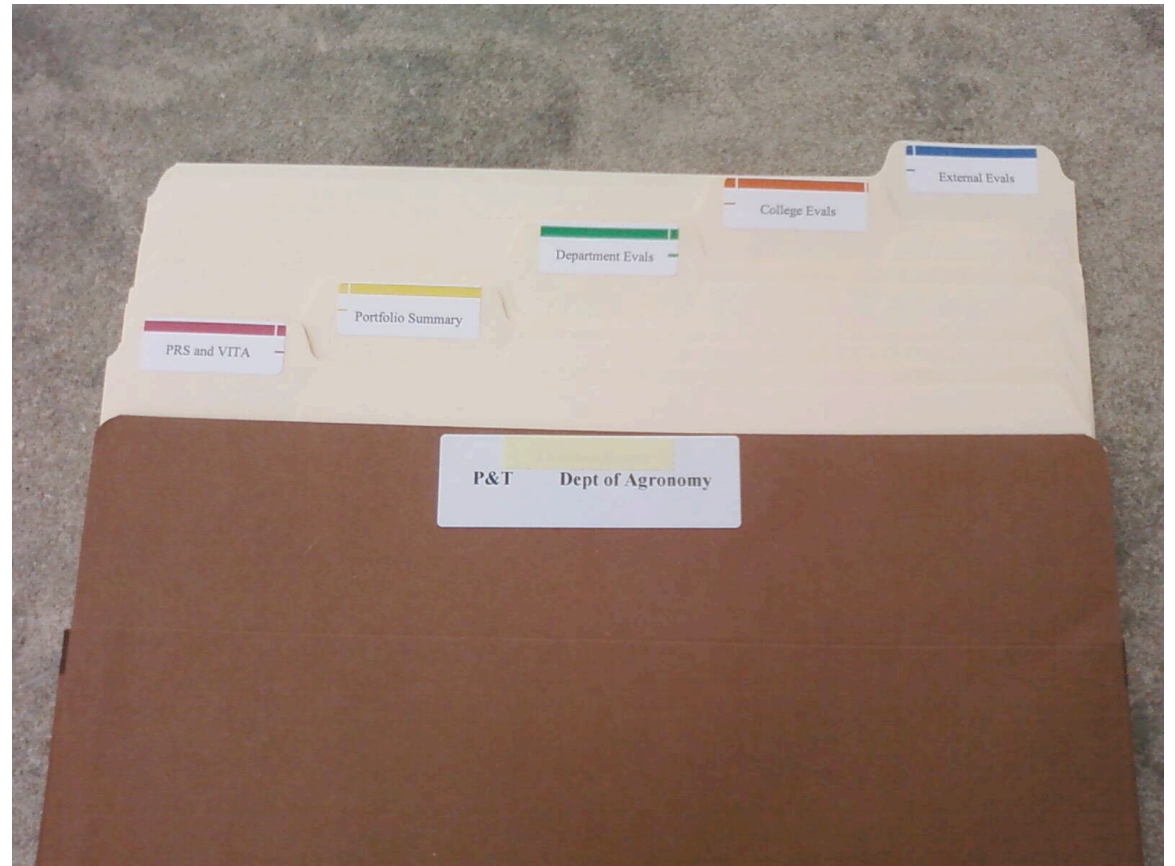
Portfolio Resources and Development

Teaching
Extension
Research

David Acker, Associate Dean
Gerald Miller, Associate Dean
Joe Colletti, Senior Associate Dean



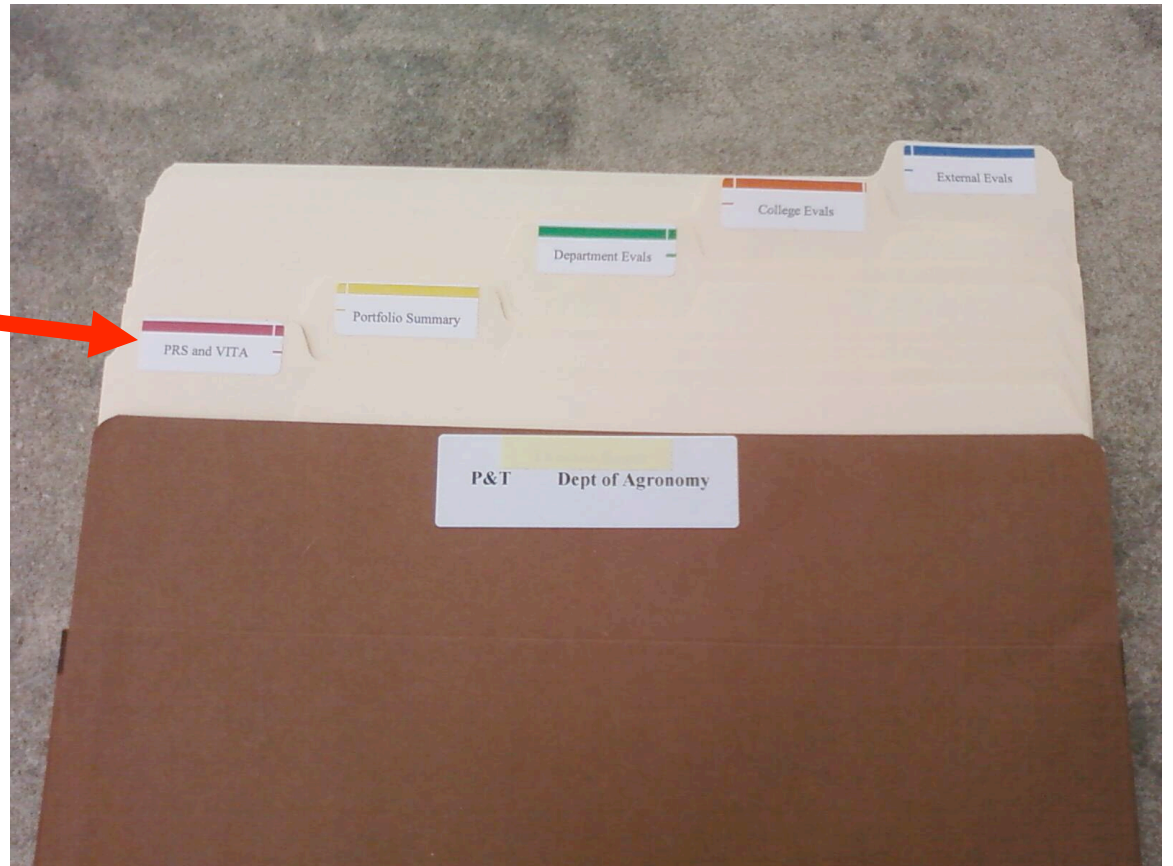
DOSSIER



DOSSIER

Prepared by the candidate:

PRS & Vita

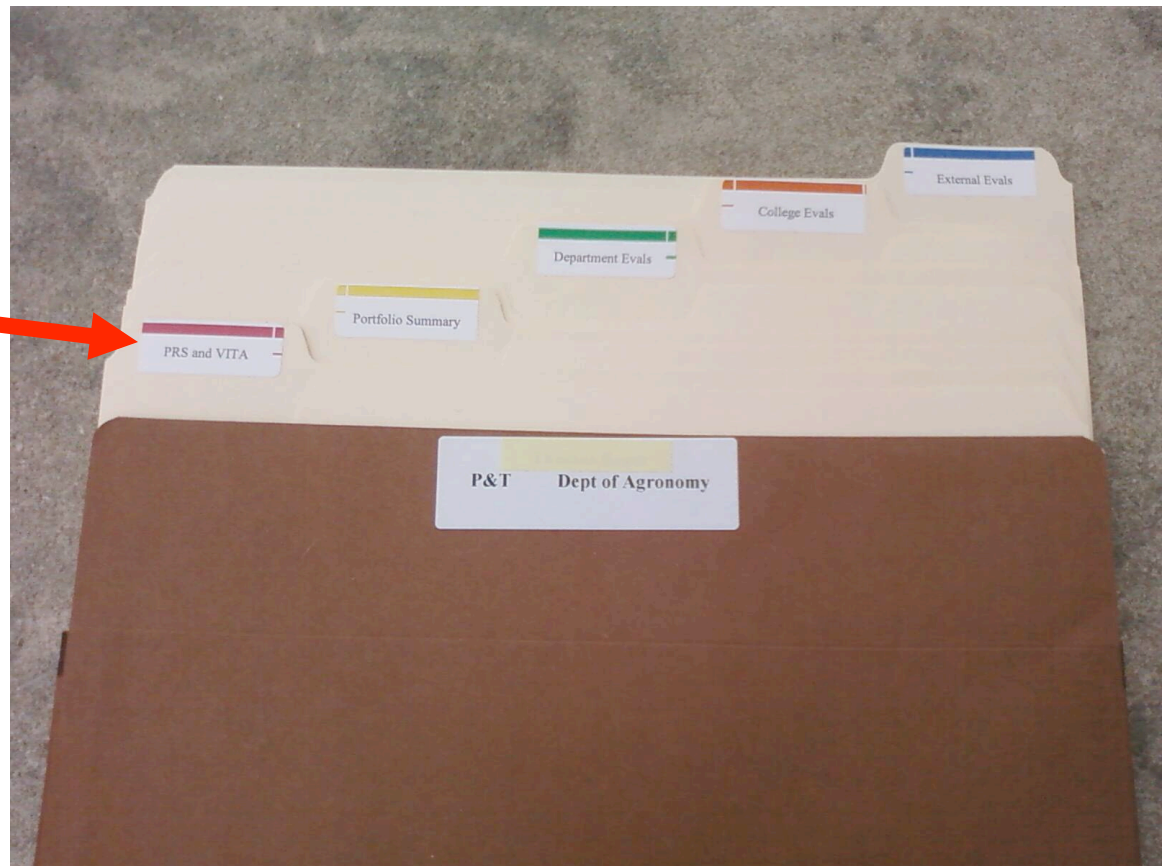


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Prepared by the candidate:

PRS & Vita
(Tab I)

Portfolio Summary
(Tab II)

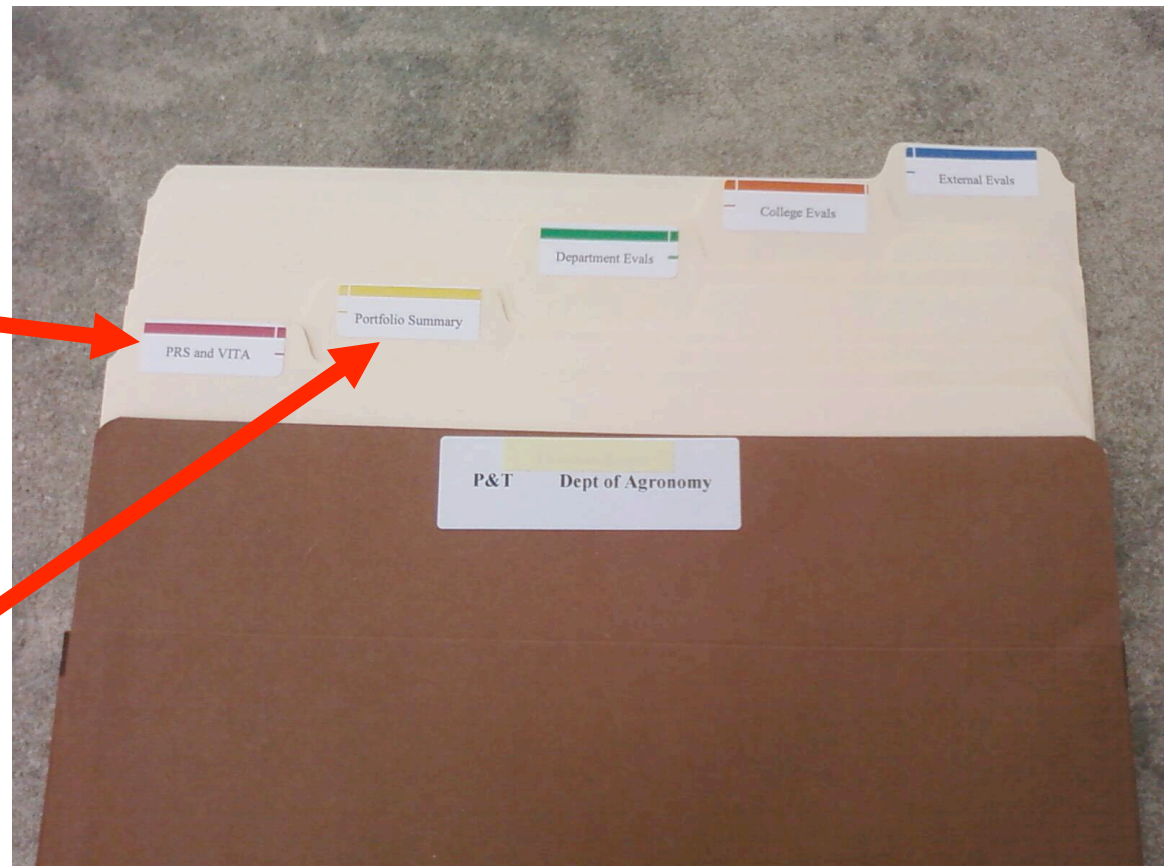


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Prepared by the candidate:

PRS & Vita
(Tab I)

Portfolio Summary
(Tab II)



Tab I

- **Vita:** is a list of your successes

Tab II

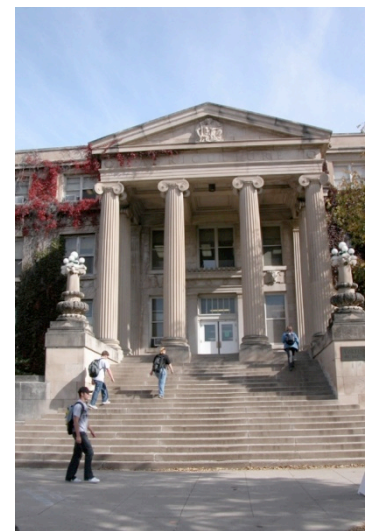
- **Faculty Portfolio:** is an explanation ...
places accomplishments in context...
interprets and analyzes these successes

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...
- Last week's point: write it so that someone outside of your field can understand it



Focus of my comments

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



Elements 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



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 and grants related to 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?
- Describe each journal with indicators to illustrate how influential it is (acceptance rate, number of peer reviewers, impact)

Teaching Evaluation Ratings

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

Tabular Summary

Sem. & Yr.	Course # and title	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

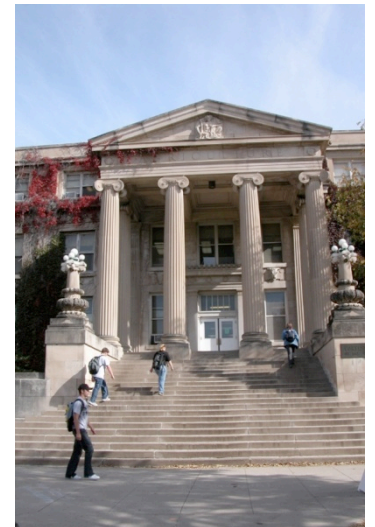
Peer Evaluation of Teaching

- 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



Next up:

Extension

- Dr. Gerald Miller, Associate Dean

If time permits...

Format and Packaging

Do

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

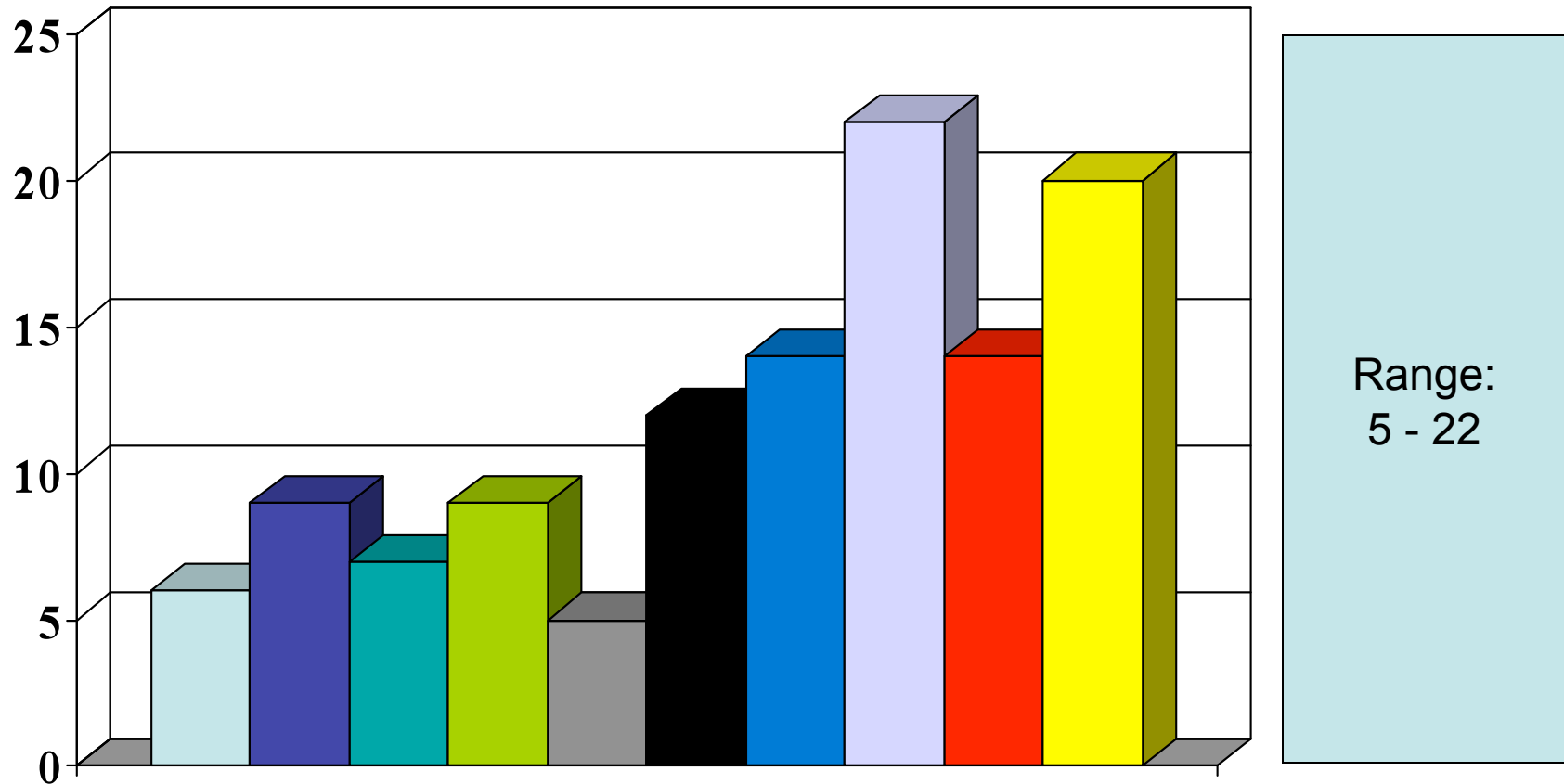
Don't

- fancy covers
- full color reprints
- repetition

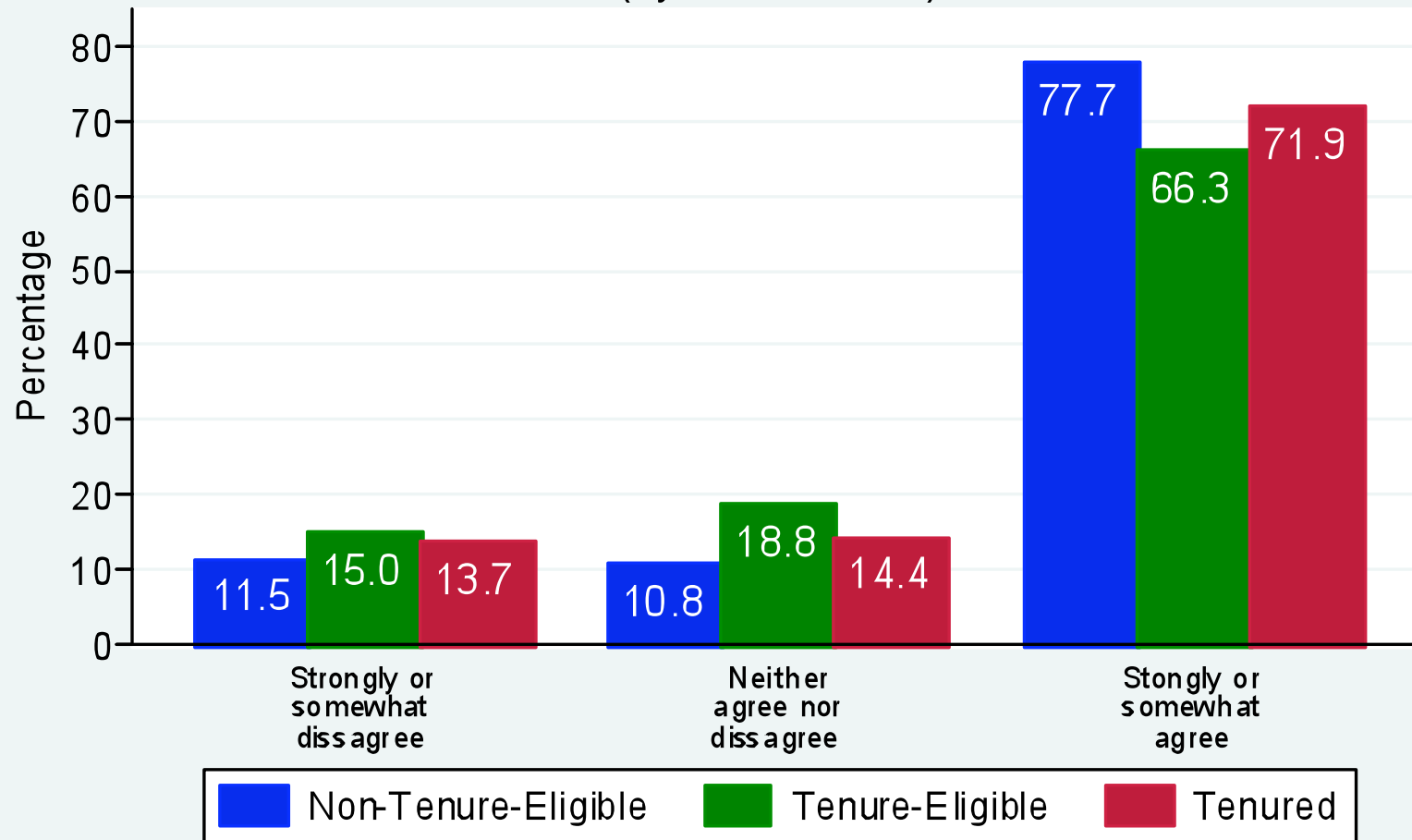
Resources

- 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

Asst. Prof. Refereed Journal Pubs during probationary period



My colleagues value my teaching (by tenure status)



Source: ISU AAUDE Faculty Satisfaction Survey 2008

All Presentations are on the Web

CALS Web Site

For Faculty and Staff

Promotion and Tenure Resources

<http://www.ag.iastate.edu/agcoll/ptresources.php>