

# WHAT IS A TEACHING PORTFOLIO?



Interactive Session  
June 03, 2015

# Documenting teaching activities: what suggestions do you have?

- Is it a welcome idea to document the teaching activities in a semester?
- Provide a 'structure' for such a document.
- Please write /share your thoughts

# Response

- Content of the portfolio:
  - (a) Philosophy of teaching (individual)
  - (b) Methodology of teaching followed by outcome
  - (c) Various ways of reflective teaching
  - (d) a report similar to a Lab report?

## Possible benefits:

- To check what worked and what did not work
- To assess learning outcome

# Purpose of portfolio

- **Reflect** on your goals as a teacher
- **Assess** your teaching strengths and areas which need improvement
- **Document** your progress as a teacher
- **Generate** ideas for future teaching/course development
- **Identify** your personal teaching style
- **Use** elements of the portfolio to promote dialogue with fellow teachers
- **Consider** new ways of gathering student feedback
- **Gather** detailed data to support your goals
- **Collect** multiple sources of evidence that document the implementation of your teaching goals and their success

# Teaching Portfolio: Definition

- This is a document which contains materials which collectively suggest the **scope and quality** of a professor's teaching performance
- The document contains **selected information** on teaching activities and **solid evidence** on their effectiveness
- The document contains **reflective statements** and **facts/observations/data** which act as assertions to the reflective statements

# teaching portfolio and course portfolio

- If your teaching portfolio is made for a specific course, it is called a course portfolio.
- Thus, this document may contain learning outcomes, methodology of teaching, evaluation method, evidence of success etc., specific to the course

**By examining a set of course portfolios, a curriculum committee can gain an overview of what students are learning and what is missing, which help the process of curriculum revision.**

# What might go in to teaching portfolio?

1. A teaching statement (philosophy of teaching)

2. Examples and Evidence of the approaches and methods you outline in the Teaching Philosophy Statement. These documents might include the following:

- Sample Syllabi
- Courses Taught
- Courses Planned (tailor for specific applications)
- Sample Assignments and Assessments
- Essay assignments
- Exams
- Comments on student papers
- Evidence of Teaching Effectiveness
- Student evaluations
- Evaluations by faculty member or other observer
- Video of a class
- Evidence of Professional Development
- Teaching workshops, seminars, publications, etc.

3. Reflection on the evidence

<http://teachingcenter.wustl.edu/About/ProgramsforGraduateStudentsandPostdocs/resources/Pages/Creating-a-Teaching-Portfolio.aspx>

<http://www.brown.edu/about/administration/sheridan-center/sites/brown.edu.about.administration.sheridan-center/files/uploads/TeachingPortfolio.pdf>

# Example-1 (Teaching Portfolio)

Linda F. Annis

- table of contents
- Statement of Teaching Responsibilities and Objectives
- Syllabi, Reading Lists, Assignments, Exams, and Handouts from Courses Taught
- Description of Efforts to Improve my Teaching
- Peer Evaluation of Both my Teaching and Teaching Skills
- Student Teaching Evaluation Data from Courses Taught
- Videotapes of My Instruction
- Measures of Student Achievement
- Other Evidence of Good Teaching
- Future Teaching Goals

Appendices

A: Current Syllabi for All Courses

B: Representative Course Material

C: Documentation for My Teaching Improvement Activities

D: Peer Evaluation and Classroom Observation Reports

E: Videotape of Courses

# Example -2 (Teaching Portfolio)

Donald W. Orr

Department of Mathematics and Physics

- table of contents
- Teaching-Learning Philosophy
- Classroom Techniques
- Self-Assessment
- Statement of Performance Goals

Appendices

A: Description of Courses Taught

B: Representative Course Syllabi

C: Student Feedback: Numerical Data

D: Student Feedback: Written Comments

# Example -3 (Teaching Portfolio)

Nina Caris

Department of Biology

- table of contents
- Statement of Teaching Responsibilities
- Teaching Strategies and Methods
- Syllabi and Objectives
- Future Directions
- Efforts to Improve Teaching
- Measures of Teaching Effectiveness
- Other Teaching Initiatives

Appendices

A: Course Descriptions and Enrollments

B: Lecture Outlines and Objectives

C: Sample Transparencies and Handouts

D: Course Syllabi

E: Summaries of Student Evaluations and Support Letters

# 4 steps to make a teaching portfolio

- **Step 1: Articulate a Personal Teaching Philosophy or Statement About Your Teaching (it is a work in progress, keep changing)**
- **Step 2: Gather Your Evidence**
- **Step 3: Write reflective and summary statements about the evidence**
- **Step 4: Share Your Draft with Others and Revise**

# Additional remarks?

- General opinion of faculty who participated:  
It is a welcome idea to write course portfolio. It might be beneficial at individual level, to reflect upon the teaching activities after the semester is over.

Sharing the portfolio may/may not be a good idea and individual perception varies on sharing a document which can be used for reflection.