How to Create a Teaching Portfolio

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Session Objectives

As a result of this workshop, you will be able to...

1. describe what a teaching portfolio is, and what purpose it plays

2. identify items to include in a teaching portfolio that will help evaluators determine your teaching effectiveness

3. write an effective & descriptive Teaching Philosophy

4. assemble a teaching portfolio that successfully illustrates who you are as a TA/instructor, and who you want to become!
WHAT IS A TEACHING PORTFOLIO?
Your Teaching Philosophy is the theme

• How you think learning occurs
• What goals you have for students & why
• Methods used to achieve goals – what teaching styles, strategies, techniques do you use & why
• How your teaching results in student learning
• Use specific examples to illustrate your points
• Shows who **YOU** are as a teacher/TA!
## Portfolio Evaluation Rubric (for OTTA)

**Nominee’s Name (Last, First):** _______________________________  
**Reviewers’ Last Name:** _______________________________

<table>
<thead>
<tr>
<th>Suggested Review Criteria</th>
<th>Points</th>
<th>Comments</th>
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<tbody>
<tr>
<td><strong>1. CONTRIBUTIONS TO STUDENT LEARNING (30):</strong> communicates the significance of student learning; provides evidence of teaching methods that contribute to lifelong learning in the discipline; provides evidence of active, engaged student learning methods; incorporates meaningful assessment that measure student learning; teaching philosophy is linked to teaching practice</td>
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<td><strong>2. REFLECTIVE TEACHING PRACTICES (10):</strong> provides evidence of how feedback (self, student, peer, faculty) is used for improving teaching practice; demonstrates improvement over time; evidence of intended changes and actions</td>
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<td><strong>3. PROFESSIONAL GROWTH AND LEadership (5):</strong> provides evidence of activity in professional organization/s; stays well-informed on the literature on teaching and learning in their discipline; attends conferences and workshops, seminars and/or self-directed learning on enhancing teaching</td>
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<td><strong>4. UNIQUE CONTRIBUTIONS (5):</strong> involved in teaching-related activities; serves on committees that support teaching; active in the community; demonstrates scholarship in teaching with publications, presentations, grants; evidence of innovative teaching methods developed or applied; does more than required (goes the extra mile); stands out among peers</td>
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</table>

**Total Points**
Activity:

1. Spend a few minutes reading through the 2 sample teaching philosophy statements on the handout at your table

2. Fill out #1 & #2 on the “portfolio evaluation rubric” for each teaching philosophy statement

3. In pairs or groups of 3, do all of the following:
   - introduce yourselves
   - Discuss & compare your scores—
     - what you think worked well (and why)
     - discuss what could be improved (and why/how)
PIE & Coffee Break!

Take the opportunity to speak with someone from a different department!!
What Should I include in my Teaching Portfolio?

*For those of you applying for the OTAA, be sure to follow the application guidelines/requirements online at pie.fsu.edu

- **Cover Page**
- **Table of Contents**
- **CV**
- **Teaching Philosophy**
- **Choose 2 courses you have been a TA (or instructor) for**
  - Include a statement for each course regarding:
    - Teaching responsibilities (200-500 words)
    - Approach to teaching & learning (200-500 words)
    - Innovative teaching practices (200-500 words)
    - Outcomes (200-500 words)
    - Reflective statement/plan for growth (200-500 words)
SEVEN PRINCIPLES FOR GOOD PRACTICE IN UNDERGRADUATE EDUCATION

• encourages contact between students and faculty
• develops reciprocity and cooperation among students
• encourages active learning
• gives prompt feedback
• emphasizes time on task
• communicates high expectations
• respects diverse talents and ways of learning

Applying the 7 principals
Activity:

1. Spend a few minutes reading through the 2 sample course narratives on the handouts at your table

2. Fill out #1 & #2 on the “portfolio evaluation rubric” for each course narrative

3. In pairs or groups of 3, do all of the following:
   • introduce yourselves
   • Discuss & compare your scores—
     – what you think worked well (and why)
     – discuss what could be improved (and why/how)
Questions?
GOOD LUCK! 😊

Questions?
Contact PIE:
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