

Teaching Portfolios

Acknowledgement: Much of this material is from Professor Richard James in the Centre for the Study of Higher Education, University of Melbourne

What is a teaching portfolio?

- A means for documenting teaching experiences and effectiveness
- An argued sequence of claims, each supported by evidence, which showcase the author's record and achievements as a teacher
- There is no set format for a teaching portfolio but you can design yours to suit your needs. There are a number of examples available in the Teaching and Learning Unit resource pack *Teaching Portfolio* and in *Preparing a Teaching Portfolio* on the Centre for the Study of Higher Education website.

The place of a teaching portfolio

- The teaching portfolio is used when going for confirmation or promotion. In your academic CV it is difficult to convey core values regarding teaching and learning and it is also difficult to provide illustrations and examples of your teaching practice and to back up your claims with evidence.

What is in a teaching portfolio?

- A statement of your philosophy regarding teaching
- Claims regarding effectiveness of teaching
- Evidence of initiative, innovation or interest in improving teaching
- Supporting evidence

Creating a teaching portfolio

- Should be easy to read
- Should quickly communicate the effectiveness and achievements of you as a teacher
- Typically 5-6 pages in length, excluding attachments (which should be used sparingly)

Possible inclusions

- Philosophy
- Courses taught and student numbers
- Subjects or courses designed
- Postgraduate supervision
- Teaching and learning materials
- Innovations in teaching
- Grants for teaching innovations
- Use of technology
- Approaches to giving feedback
- Resources developed to assist students
- Publication of textbooks
- Evidence of scholarship of teaching, including invitations to speak on teaching, published research into teaching and learning such as conference presentations or refereed publications in quality teaching and learning journals.
- Student achievements (awards, prizes)
- Influence on department (policy, practice)

- Evidence of action taken as a result of evaluations
- Teaching awards

Useful websites

- UNIVERSITY OF MELBOURNE, Centre for the Study of Higher Education
<http://www.cshe.unimelb.edu.au/>
- PENN STATE
<http://www.psu.edu/celt/portfolio.html>
- WASHINGTON STATE UNIVERSITY
<http://www.wsu.edu/provost/teaching.htm>
- UNIVERSITY OF TEXAS AT AUSTIN
<http://www.utexas.edu/academic/cte/teachfolio.html>