

GUIDING QUESTIONS FOR PORTFOLIO DEVELOPMENT

Typically, the teaching portfolio is written in first person and is a personal narrative associated with your teaching experiences. Please remember that the recommended length for the dossier is 5-10 pages and the appendix is a maximum of 10 pages excluding students' written comments on course evaluations.

1. TEACHING APPROACH

- How do you teach?
 - What strategies do you use? Can you give an example?
 - How do you assess learning? Can you give an example?
- Why do you teach the way you do?
- How is research and the process of inquiry integrated in your teaching?
- What is good teaching?
- How do your actions as a teacher reflect your beliefs about teaching and learning?
- What are your short-term and long-term goals with respect to your development as a teacher?
- Do you have a letter from a student or student comments in your evaluations that support your approach? If so, use a short quote in your approach and refer the reader to the appendix for the complete letter/set of comments.

2. TEACHING RESPONSIBILITIES

- What courses have you taught so far? (dates, level, enrolment, format, your role)
- What was your role in these courses? (e.g., lecturer, course coordinator) What did that role involve?
- Have you developed any new courses? Why? What was your approach to the development process?
- Have you supervised students—undergraduate or graduate--and/or post docs?

3. TEACHING EFFECTIVENESS

- When you look at your course evaluation results over time, do you see any trends or outliers? If so, how do you explain them?
- How has student feedback influenced your teaching? Have there been any student comments that have been particularly thought-provoking or helpful to you?
- Are you planning to make any changes to your teaching based on your experience so far?
- Have you made changes to existing courses? What was your rationale?
- Have the students/post docs you supervised been successful? (e.g., completed their degrees within the expected timeframe, won awards/grants, got post docs/tenure track positions/jobs in the industry)

4. TEACHING DEVELOPMENT AND EDUCATIONAL LEADERSHIP (IF APPLICABLE)

- Have you attended workshops, talks, conference presentations on the topic of teaching and learning? Were you able to integrate any of the things you learned into your teaching? How?
- Have you participated in learning communities or committees? Have you (co-)facilitated teaching-related workshops or seminars? Why did you choose to participate? How did it influence your teaching?
- Have you mentored, formally or informally, any graduate students, postdocs, or junior colleagues about teaching?
- Have you been mentored, either formally or informally, about teaching?
- Have you done any research on teaching and learning?

