

## SECTION 6: TEACHING PORTFOLIO

*Annotated for College of Medicine Faculty.*

Candidates should include a selection of instructional materials to document their instructional innovations, curricular designs, and outcomes assessments in a range of their classes. Candidates may also provide brief statements on courses to characterize the student populations and instructional settings. A statement of the candidate's teaching philosophy is not required if that has been addressed in the Candidate Statement. The supporting documentation is for departmental reviews and will not be forwarded to college committees. Candidates should consult with their department head or chair of their departmental committee on the desired format for the supporting documentation. Assistance with observations of teaching is provided by Dr. Ingrid Novodvorsky in the Office of Instruction and Assessment: [novod@email.arizona.edu](mailto:novod@email.arizona.edu). Questions may also be directed to Kat Francisco: [ksexton@email.arizona.edu](mailto:ksexton@email.arizona.edu) or 626-0202.

*Organize your information using the headings and subheadings shown below in the order in which they appear.*

**Supporting Documentation** (Required for departmental review but not forwarded with the dossier)

- Syllabi and major assignments
- Reports, curricular reviews, and other contributions to scholarship on teaching

**Information on Teaching and Advising** (forwarded with dossier for college and university review)

**Extent of Teaching** (Limit to period in current rank)

- List of courses taught. Note if taught online or in other nontraditional formats. *In addition to classes, list all education-related activities in which you have taught, including Grand Rounds & clinical teaching (e.g. in clinics, operating room, on wards).*

**Individual Student Contact** (Limit to period in current rank) *Include those topics which are relevant to your experience and note supervisory roles where appropriate.*

- Collaborations with undergraduates and graduates on research projects
- Advising (number of undergraduate advisees)
- Mentoring and Career counseling
- Participation in honors program
- Faculty advising of clubs and associations
- Off-campus internships, service learning and other engagement activities
- Clinical instruction
- Independent studies directed and in progress
- Theses directed and in progress
- Dissertations directed and in progress
- Service on other dissertation and graduate committees

**Contributions to Instructional Innovations and Collaborations** (Limit to period in current rank)

*Scholarly activity related to teaching/mentoring/curriculum development.*

- Teaching workshops attended or delivered *Separate headings for workshops you attended for your own development and those where you taught or presented.*
- Development of online and other course materials
- Collaborations on curricular and outcomes assessment committees

- Research on curriculum and pedagogy that contributes to such collaborations

**Teaching Awards and Teaching Grants** (Limit to period in current rank)

- Department and college
- National and international
- University
- Grants for teaching innovations

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### Online Resources on Teaching Portfolios

- Brown University's The Teaching Portfolio by Hannelore B. Rodriguez-Farrar:  
<http://brown.edu/about/administration/sheridan-center/sites/brown.edu.about.administration.sheridan-center/files/uploads/TeachingPortfolio.pdf>
- University Center for the Advancement of Teaching at Ohio State University's Teaching Portfolio Resources: <http://ucat.osu.edu/read/teaching-portfolio>
- The Teaching Portfolio at Washington State University:  
<http://www.wsu.edu/provost/teaching.htm>
- Rubric for Evaluating Teaching Portfolios from the University of Indiana:  
[http://medsci.indiana.edu/m620/sotl\\_08/teaching\\_portfolio\\_rubric.pdf](http://medsci.indiana.edu/m620/sotl_08/teaching_portfolio_rubric.pdf)
- Evaluating Teaching through Portfolios from the University of Texas at El Paso:  
<http://cetalweb.utep.edu/sun/cetal/resources/portfolios/evaluate.htm>