

## Graduate Certification in College Teaching Portfolio – Graduate Student Checklist

Name \_\_\_\_\_

### PART 1 – COURSE WORK

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#### CORE COMPETENCY 1: Developing Discipline-Related Teaching Strategies

*This competency must be satisfied by successfully completing a discipline-related or other approved course on teaching.*

Course taken: \_\_\_\_\_ Semester: \_\_\_\_\_

- ☐ DESCRIPTION of Core Competency
- ☐ ARTIFACT(S) (e.g., a course syllabus)
- ☐ ARTIFACT RATIONALE(S) (Why is this course content important?)
- ☐ MATERIAL(S) DEVELOPED DURING THE COURSE
- ☐ RATIONALE FOR THESE MATERIALS (Why/How is the material important?)
- ☐ INTERPRETATION/REFLECTION on what you learned and the impact on your teaching

### PART 2 – FOUNDATIONS FOR PROFESSIONAL DEVELOPMENT

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#### CORE COMPETENCY 2: Creating Effective Learning Environments (including inclusive practices)

*This competency is satisfied by participating in a professional development workshop or seminar, such as those offered by the Graduate School, your college/department, another on-campus unit or off-campus organization.*

Workshop attended: \_\_\_\_\_ Workshop Date: \_\_\_\_\_

- ☐ DESCRIPTION of Core Competency
- ☐ ARTIFACT(S) – (workshop materials & agenda, related assignments, and activities)
- ☐ MATERIALS DEVELOPED (something you developed for your teaching)
- ☐ ARTIFACT/MATERIAL RATIONALE(S)
- ☐ INTERPRETATION/REFLECTION on what you learned and the impact on your teaching

### **CORE COMPETENCY 3: Incorporating Technology in your Teaching**

*This competency is satisfied by participating in a professional development workshop or seminar, such as those offered by the Graduate School, your college/department, another on-campus unit or off-campus organization.*

Workshop attended: \_\_\_\_\_ Workshop Date: \_\_\_\_\_

- ☐ DESCRIPTION of Core Competency
- ☐ ARTIFACT(S) (workshop materials & agenda, related assignments, and activities)
- ☐ MATERIALS DEVELOPED (something you developed during/after the workshop for teaching)
- ☐ ARTIFACT/MATERIAL RATIONALE(S)
- ☐ INTERPRETATION/REFLECTION on what you learned and the impact on your teaching

### **CORE COMPETENCY 4: Understanding the University Context**

*This competency is satisfied by participating in a professional development workshop or seminar, such as those offered by the Graduate School, your college/department, another on-campus unit or off-campus organization.*

Workshop attended: \_\_\_\_\_ Workshop Date: \_\_\_\_\_

- ☐ DESCRIPTION of Core Competency
- ☐ ARTIFACT(S) (workshop materials & agenda, related assignments, and activities)
- ☐ MATERIALS DEVELOPED (something you developed during/after the workshop for teaching)
- ☐ ARTIFACT/MATERIAL RATIONALE(S)
- ☐ INTERPRETATION/REFLECTION on what you learned and the impact on your teaching

### PART 3 – MENTORED TEACHING PROJECT

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#### CORE COMPETENCY 5: Assessing Student Learning

*This competency must be satisfied by the Mentored Teaching Project.*

For guidance, see the [Mentored Teaching Project Evaluation Rubric](#)

Faculty Mentor: \_\_\_\_\_ Date completed: \_\_\_\_\_

- ☐ Summary of mentored teaching project
- ☐ [Mentored Teaching Project Worksheet \(6-Step Outline\)](#)
- ☐ Artifacts
  - Assessment instrument
  - Data
  - Findings
- ☐ Mentored Teaching Project Document (to be submitted as a PDF to your College Coordinator upon completion of Certification requirements with ePortfolio URL)

### PART 4 – TEACHING PHILOSOPHY

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*Your teaching philosophy is an evolving document in which you articulate your experiences, beliefs, and values of teaching. This is a personal document and thus, there is no formula for what must be included in it. It should, however, reflect you and your critical thinking about your teaching practice.*

- ☐ Teaching philosophy