Graduate Certification in College Teaching Portfolio – Postdoc Checklist

Name _____

PART 1 – COURSE WORK

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 COURSE

- ☐ RATIONALE FOR THESE MATERIALS (Why/How is the material important?)

- ☐ INTERPRETATION/REFLECTION on what you learned

PART 2 – FOUNDATIONS FOR PROFESSIONAL DEVELOPMENT

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

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

  - o Assessment instrument and description/explanation
  - o Data
  - o Findings

- ☐ Mentored Teaching Project Document (to be submitted as a PDF to Dr. Aaron Reifler at the Postdoctoral Office upon completion of Certification requirements with ePortfolio URL)

- ☐ Evaluative Letter of Support from Mentored Teaching Project Faculty Mentor

PART 4 – TEACHING PHILOSOPHY

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