

Center for Teaching and Learning
Seminar on Developing a Teaching Portfolio
Seminar Schedule

Purpose

This Seminar focuses on the why and how-to prepare a teaching portfolio for the purposes of improving and assessing one's teaching. The Seminar assists faculty members in developing their own teaching portfolios and proposes a framework for assessing and documenting their scholarship of teaching.

Participants

Full time faculty members and teaching staff.

Topics

1. What is a teaching portfolio
2. Why prepare a teaching portfolio
3. What items to include in a teaching portfolio
4. How to prepare a teaching portfolio
5. How to incorporate course assessment aids/forms
6. How to use a teaching portfolio
7. What guidelines can be used in assessing teaching portfolios
8. To what extent portfolios should be used in faculty promotion/assessment/acknowledgement
9. Samples of Portfolios

Seminar Design

1. Presentation on developing a teaching portfolio
2. Examples of portfolios
3. Standards for evaluating portfolios
4. Hands-on experiences in developing a teaching portfolio
5. Discussions based on the above and participants CV's
6. Sharing experiences

Facilitators: Prof. Saouma BouJaoude, FAS; Prof. Nesreen Ghaddar, FEA; Prof. Zaher Dawy, FEA

Date and time: Monday, December 15, 2008 from 3:00 pm to 6:30 pm

Venue: Ada Dodge Hall, 2nd floor (Faculty Lounge)

Schedule:

Day	Time	Activity
Monday, December 15, 08	3:00 pm – 4:30 pm	Session 1
	4:30 pm – 4:45 pm	Break
	4:45 pm–6:30 pm	Session 2