Reflection not Collection: Creating a Portfolio for Promotion/Tenure

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To comprehend is to know. By reflection we discover the significance of what we know.

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Important Terms

- Artifact – a product that demonstrates your significance

- Folio - a collection of artifacts

- Portfolio – an focused presentation of artifacts from the folio for a given purpose.
Why use a portfolio?

- Documents a faculty member’s achievements.
- Allows for a narrated presentation.
- Contained in a notebook or an electronic platform (CD, USB, etc.)
- Allows for individuality.
- Can be used for a variety of purposes.
Why use a portfolio?
Documents Achievements

Faculty Development Goals/Action Plans

- Format for FDP - F-15 in Faculty Handbook
- Includes these categories
  - Teaching
  - Professional Development Goals/Scholarship
  - Service
  - Leadership
Why use a portfolio?
Documents Achievements (cont.)

- Examples of Achievements in Teaching
  - Course evaluations
  - Syllabi
  - Reading lists
  - Learning objectives
  - Course projects
  - Assignments
  - Innovative projects
  - Co-curricular activities
  - Drafts of papers with edits and suggestions
Why use a portfolio?
Documents Achievements (cont.)

- Examples of Achievements in Professional Development/Scholarship
  - Publications
    - Book forward
    - Photo of book cover
    - Abstract
  - Presentations
    - Proposal
  - Conference attendance
    - Highlighted sessions
Why use a portfolio?
Documents Achievements (cont.)

- Examples of Achievements in Service
  - Committee assignments
  - Task force work
  - Advisory roles
  - Board membership/leadership
  - Youth organizations
  - Local government
  - Civic organizations
  - Community arts organizations
  - Professional societies
  - Teaching roles
Why use a portfolio?
Documents Achievements (cont.)

- Examples of Achievements in Leadership
  - Department chairs
  - Program directors
  - Department activities
Why use a portfolio?
Allows for a Narrated Presentation

- Each artifact that is included has a rationale statement that explains the significance of the artifact.
  - Succinct
  - Significance stressed
  - Written in terms that people outside your discipline can understand
Why use a portfolio? Notebook vs. Electronic Platform

- Contents – p.F-20 in Faculty Handbook
  - 25 – 30 pages
  - Title Page
  - Table of Contents
  - Summary Statement
    - Personal mission statement
    - Teaching philosophy, including faith integration
    - Long-range plan for continued development
    - FDP goals/objectives
  - Evidence File
Why use a portfolio?
Allows for Individuality

- You decide your FDP goals/action plans.
- You decide what artifacts best demonstrate your goals/action plans.
- You explain the significance of your artifacts.
- You decide the format.
Why use a portfolio?
Can be used for a variety of purposes

- Promotion purposes
  - B-13 in Faculty Handbook

- Tenure purposes
  - B-10 in Faculty Handbook

- Anytime you want to demonstrate the significance of your academic life.
Ziggy...

by Tom Wilson

Tree of Knowledge

Tree of Trivia