

Teaching Dossier: Making the Case for Teaching Effectiveness

This guide provides a template for gathering evidence and telling the narrative of your teaching. In other words, demonstrating your effectiveness in the learning environment and commitment to teaching.

Background Information: Collective Agreement Teaching-related articles

- Article 19 – relates to those going up for 3rd Year Review
- Articles 20 and 22 – relate to those pursuing Tenure/Promotion
- Articles 21 and 23 – relate to Teaching Faculty (TFs)

Familiarize yourself with the applicable article(s) and understand the **requirements and timelines**, as well as the **criteria** for evaluation.

Teaching Dossier Components: Place to make the case for your teaching efficacy and commitment (not just cut and paste from CV). **NOTE:** The following components should encompass your teaching career, not just what you've done at Ontario Tech.

- **Approach to Teaching:** *Teaching philosophy* (brief statement of what you're trying to achieve); *strategies* (brief statement about **how** you put your teaching philosophy into action, include key strategies, use of technology, etc.); *self-evaluation* (e.g., reflective practitioner, informal evaluations); *Student Course Feedback Surveys* (summarized in table/graph); *Professional Development* (e.g., workshops, communities of practice, professional networks)
- **Teaching Responsibilities** – include courses taught, teaching-related supervision, awards/nominations, teaching-related committee, TA mentorship, curriculum development, Scholarship of Teaching and Learning (SOTL), workshops
 - **Courses Taught** – Course Number/Title, number of times taught, number of students taught (e.g., HLSC 1810 Introduction to Health Sciences, taught 6xs, 350 total students); include brief summary of course description (e.g., paraphrase what's in the calendar)
- **Appendices:** Peer evaluation of teaching, student course feedback surveys, course outlines, assignment outlines, unsolicited student/colleague feedback, Open Education Resources (OERs)
 - **Note:** The choice to include survey information is yours, but consider what you want to include and put them in the appendices; consider adding information that shows a trend toward improvement

For more information or assistance reviewing your Teaching Dossier, contact the Teaching and Learning Centre – teachingandlearning@ontariotechu.ca