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Teaching Academy

Center for Teaching Excellence

Spring 2015

Silver Level Certificate of Achievement

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Certificate of Achievement – Teaching in Higher Education

Silver Level

Name: _____

Department/Program: _____

Teaching Experience

Minimum of one semester of classroom teaching experience:

Course No./Title _____

Semester Taught _____ Number of Students _____

Teaching Seminars/ Workshop

Title	*Date of Completion*
1) Introduction to College Teaching	
❑ Attended all sessions	
❑ Completed required assignments	
❑ Submitted final syllabus to Folio dropbox	
2) Folio Quick Start	
❑ Attended session	
3) Workshops on Teaching Topics *(minimum of four different topics)*	
❑ Title:	
❑ Title:	
❑ Title:	
❑ Title:	

Class Observation

Arrange for an observation of your teaching by a faculty mentor or a CT2 consultant. Classroom observation **must be completed before mid-semester**.

	Date of Completion
❑ Pre-observation conference (in person or by email)	
❑ Classroom Observation (Report posted to Folio dropbox)	
❑ Post-observation conference	
❑ Self-reflection (Document posted to Folio dropbox)	

Observer Name, Title: _____

Signature: _____

Create a Teaching Portfolio to reflect your **values and accomplishments as a teacher**. The teaching portfolio must include the following:

- ❑ Overview of **Teaching Responsibilities**
- ❑ **Teaching Philosophy**
- ❑ Reflection on **teaching effectiveness** based on self-evaluation, feedback (i.e. from students, mentors, peers, etc.), and student achievement of learning outcomes.
- ❑ Annotated **teaching artifact** you created (i.e. syllabus, assignment, discussion prompt, presentation, etc.)

	Date of Completion
❑ Complete Teaching Portfolio posted to Folio dropbox	

Checklist for Creating a Teaching Portfolio
❑ The materials in the portfolio are logically organized.
❑ The length of the portfolio is appropriate for the materials selected.
❑ The components of the portfolio communicate a coherent and consistent message tied to the GTA's philosophy of teaching.
❑ The portfolio is written for a broad audience (i.e., it does not rely on discipline specific jargon, etc.)
❑ The philosophy of teaching clearly articulates the GTA's instructional values and overarching learning goal(s) for their students and demonstrates – using concrete examples – how they are realized in their teaching practice.
❑ The portfolio and reflection on teaching effectiveness incorporate self-reflection, feedback from others, and information obtained from products of students learning (i.e., performance on assignments and tests) to offer a varied and objective assessment of teaching and evidence of successful learning.
❑ Annotations of selected teaching artifact(s) explain criteria for selection and connection to teaching philosophy.
❑ The portfolio provides evidence of professional development efforts to improve instructional practices, course materials, and/or assessment in order to support student learning.

Additional Resources are available in the Folio Course **"Graduate Teaching Assistant Pedagogical Training."** If you need to be added to this course, contact **Dr. Claudia Cornejo Happel** by email **ccornejohappel@georgiasouthern.edu** or by phone (912) 478-0065.

Certificate of Achievement – Teaching in Higher Education (Silver Level) awarded

Date: _____   **CT2 Coordinator:** _____