Master Checklist

Certificate in University Teaching Skills Requirements
(Requirements for participants who enrolled **After** July 1, 2016)

Required Credits (10)

Praxis Workshops (6)

□ Participate in 6 Praxis Workshops
1._____

2._____

3._____

4._____

5._____

6._____

Online Courses (3)

□ Teaching Philosophy
□ Course Design
□ Learning Technologies

Mentor Meetings (1)
□ Complete four meetings with a faculty mentor
  □ Getting started
  □ Reviewing the Teaching Philosophy Draft
  □ Reviewing a Recorded Teaching Situation (at least 30 minutes in length)
  □ Reviewing the Teaching Portfolio

Elective Credits (5)

□ Additional Praxis Workshops (1)
  □ _____
  □ _____
□ Teaching Essentials (2 = 1 credit)
  □ _____
  □ _____
□ Independent Study (1)
  □ _____
□ Institutes (1-2)
  □ _____
  □ _____
  □ _____
  □ _____
□ Observation and Consultation (1)
  □ _____ (date)
  □ _____ (date)
□ SGIF Session and Consultation (1)
  □ _____ (date)
  □ _____ (date)
□ Designated Additions (1)
  □ _____
  □ _____
□ Approved Conferences (1-2)
  □ _____
□ Substitutions (1-2)
  □ _____

Teaching Portfolio Contents

□ Updated Curriculum Vitae
□ Faculty Mentor letter of support and Faculty Mentor Feedback form
□ Revised Teaching Philosophy Statement
□ Course Syllabus
□ Assignment with assessment criteria
□ Exam or Additional Assignment with assessment criteria

□ Learning Technologies lesson plan
□ Learning Technologies reflection
□ Reflection on Teaching Feedback
□ Reflection on Teaching Development

If applicable:
□ Student Evaluations