**College of Education RTP Narrative Template Category A: Educational Performance**

All information refers to the period from to

# NAME: DIVISION: ACADEMIC TITLE:

**Introductory Statement**

*Write a 250-400 word summary that explains your teaching philosophy, pedagogical approaches, content expertise and how you perceive your role as an instructor in the COE and within academia at large. Include an explanation of how your work as an instructor addresses the needs of the socioeconomically, culturally, and linguistically diverse communities of our service area / Southern California.* ***OPTIONAL:*** *you may use part of your statement to explain how your work in Category A connects to your work in Category B and/or C.*

**Section 1: Teaching Performance**

# Courses Taught:

*According to our Faculty Handbook, this category carries the greatest weight. If you are an Assistant* Professor who regularly teaches fewer than 12 units ***per academic year*** *(over 2 semesters), you might* consider an Individualized Professional Plan in consultation with your division chair.

*In the table below, record relevant information about the courses you taught during the period of review.* You may add or delete rows as needed.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Course # and Title** | **Semester/ Year** | **Units** | **# of students enrolled** | **Program (degree or credential)** | **Elective or Required Course** | **Modality** |
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# Student Opinion Survey Feedback:

*In the table below, please provide a summary of the results of the Student Opinion Surveys for the* courses listed above. You may add or delete rows as needed.

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| --- | --- | --- |
| **Course # and Title** | **# of responses** | **selected sample open response comments- include a broad range of comments****(maximum of 5 per course)** |
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# Reflection on Student Opinion Survey Feedback

*Write a brief response (200 words) that addresses student responses to the opinion surveys in your* narrative. For example, you may discuss patterns over time and note why cumulative evaluations fall outside a given pattern, address the number of students enrolled in the course, course type ( i.e. elected or required), how the position of a course within a sequence may affect student responses, or other circumstances impacting instruction of a given course or courses).

# Peer Observation:

*Please indicate the following details about your official peer evaluation: name of class observed, date of* observation, name of peer observer, and a brief description of the content of your lesson. Please write a 1-2 sentence summary of something you learned or considered based on the experience of your peer observation.

# Required Supplemental Evidence for Category A, Section 1: Teaching Performance (upload as separate files to Interfolio, list below):

*In the table below, please list the 3 supplemental files you have selected to illustrate your teaching* performance in the courses listed above, along with a brief description of the type of document you are including as evidence of your systematic effort to improve your instruction. Examples may include collections of additional student feedback, innovative forms of assessment or instruction, course syllabi or documentation of Canvas pages, or other artifacts that reflect your instructional performance.

|  |  |
| --- | --- |
| **Title of document (use Interfolio naming protocol)** | **Description** |
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**Section 2: Related Educational Activities**

*Please record related educational activities completed during the period of review in the appropriate* sections below. You may delete any sections that are not relevant to your activities during the period of review.

# Supervision of Credential Candidates or Students in Fieldwork Settings

*In the table below, please list the names of students you supervised in fieldwork settings during the* period of review, including site placement and semester. You may add or delete rows as needed.

|  |  |  |  |
| --- | --- | --- | --- |
| **Student Name** | **Program** | **Site Placement** | **Semester** |
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# Masters Theses and Projects (Chair Role)

*In the table below, please list the Masters students for whom you served as thesis or project chair who* completed their degree during the period of review. You may add or delete rows as needed.

|  |  |  |  |
| --- | --- | --- | --- |
| **Student Name** | **Degree Program** | **Thesis / Project Title** | **Completion Date** |
|  |  |  |  |
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# Masters Theses and Projects (Committee Member / additional reader)

*In the table below, please list the Masters students for whom you served as a thesis or project* committee member or reader who completed their degree during the period of review. You may add or delete rows as needed.

|  |  |  |  |
| --- | --- | --- | --- |
| **Student Name** | **Degree Program** | **Dissertation Title** | **Completion Date** |
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# Doctoral Dissertations (Chair Role)

*In the table below, please list the Doctoral students for whom you served as dissertation chair during the* period of review. Please indicate the student's status as one of the following: degree completed, making adequate progress to degree, on-leave, or inadequate progress to degree. You may add or delete rows as needed.

|  |  |  |  |
| --- | --- | --- | --- |
| **Student Name** | **Degree Program** | **Dissertation Title** | **Completion Date** |
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# Doctoral Dissertations (Committee Member / additional reader)

*In the table below, please list the Doctoral students for whom you served as a dissertation committee* member or reader during the period of review. Please indicate the student's status as one of the following: degree completed, making adequate progress to degree, on-leave, or inadequate progress to degree. You may add or delete rows as needed.

|  |  |  |  |
| --- | --- | --- | --- |
| **Student Name** | **Degree Program** | **Dissertation Title** | **Completion Date** |
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# Design of New Courses or Significant Updates to Existing Courses:

*Please provide a brief (100-150 word) description of each new course or major course revision submitted* through the curricular review process during the period of review. In your description you may discuss background research, expert consultation, or professional development completed in preparation for the development of new course materials, how your efforts demonstrate a commitment to justice, equity, diversity, and inclusion. You may also describe materials developed through initiatives such as the ICAC Anti-Racist Pedagogy Collaborative Grants.

# Major Program Modifications of Development of New Certificates or Credentials

*Please provide a brief (150-200 word) description of each new degree program, certificate program,* credential, or major revision to an existing program, certificate or credential submitted through the curricular review process during the period of review. In your description you may discuss background research, expert consultation, or professional development completed in preparation for the development of new course materials, how your efforts demonstrate a commitment to justice, equity, diversity, and inclusion.

# Academic Advising Activities:

*In the table below, please list the activities you engaged in as an advisor or mentor during the period of* review, with a brief description of the types of support you provided (e.g. weekly office hours, one-on-one meetings with students not currently enrolled in courses you teach, career advisement, consultation with colleagues regarding student supports, development of procedures or documents for student advising). You may add or delete rows as needed.

|  |  |
| --- | --- |
| **Credential or Degree Program** | **Advising activities / Estimate of time spent or range of dates during which advising occurred** |
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# Program Coordination Activities:

*Program Coordinators are responsible for a range of activities. If you served as a program coordinator* during the period of review, use the table below to summarize your activities in the categories indicated (please note that an additional set of program coordinator activities are included in Category C). Please limit your summary of activities in each category to 100 words. You may add or delete rows as needed.

**Name of Program for which you served as Coordinator**:

**Brief Description of program:**

*Please write a brief (maximum 150 words) description of the program you coordinate, with details such* as degree(s) or certificates offered, current number of enrolled students and number of faculty (TT and lecturers)

|  |  |
| --- | --- |
| **Student Advisement** |  |
| **Lecturer Support and Supervision** |  |
| **Assessment and Evaluation** |  |

|  |  |
| --- | --- |
| **Recruitment** |  |
| **Curricular Oversight** |  |
| **Program Development and Improvement** |  |
| **Other activity (specify)** |  |
| **Other activity (specify)** |  |

# Professional Development to Advance your Teaching or Maintain Currency in your Field of Expertise

*In the table below, please list the activities you engaged in to develop your capacity or improve your* ability to deliver instruction that is supportive of the socioeconomically, culturally, and linguistically diverse communities served by Cal State LA.

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| --- | --- |
| **Date / Time Period** | **Activities completed for professional development or to maintain currency in the field** |
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# Required Supplemental Evidence for Category A, Section 2: Related Educational Activities (upload as separate files to Interfolio, list below):

*In the table below, please list the 2 supplemental files you have selected to illustrate work described in* the previous sections, along with a brief description of the type of document you are including as evidence of related educational activities.

|  |  |
| --- | --- |
| **Title of document (use Interfolio naming protocol)** | **Description** |
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