

Table of Teaching Dossier Components for Probationary (Tenure & Teaching Scholar Track) Faculty and Standing Appointment (Part-Time) Faculty

(R) = Required (O) = Optional

TENURE & TEACHING SCHOLAR TRACK

*Teaching Dossiers may include any material deemed by the candidate to be relevant to the work of teaching.

Components of Teaching Dossier	Tenure & Teaching Scholar Track
Teaching Philosophy	(O) (highly recommended)
Student Questionnaires on Courses and Teaching (SQCT's) For all courses taught, where available, data shall consist of class size, response rates, and the distribution of ratings, and other factors on which the Member provides comment (eg. course characteristics such as elective or required status and mode of delivery). Data shall not include arithmetic averages	(R)
TEACHING EFFECTIVENESS AND INNOVATION (The following items are examples of materials which may be included. This is not an exhaustive list)	
Courses taught, outlines, students supervised	(O)
Unsolicited letters from students, parents etc.	(O)
Peer teaching evaluations	(O)
Graphical/tabular summaries of student ratings	(O)
Objective indicators of student learning	(O)
Teaching awards or nominations	(O)
Invitations to teach or contribute curriculum materials to other institutions or departments	(O)
Contributions made to development of new courses or revision of existing courses	(O)
Description of novel teaching methods or curriculum materials developed	(O)
Evidence of impact or effectiveness of above innovations	(O)
Professional affiliations	(O)
Attendance at workshops/conferences	(O)
Professional certifications	(O)
Membership on curriculum or educational policy and planning committees	(O)
Delivery of formal faculty development programs	(O)
Relevant research or publications	(O)
Any material deemed by the candidate to be relevant to the work of teaching	(O)

STANDING APPOINTMENT

*If not required, examples have been included for material that may be included as deemed relevant by the candidate. The list is not an exhaustive list.

Components of Teaching Dossier	Standing Appointment
List of courses taught in the past 9 years	(R)
Syllabi for the four most recently taught courses	(R)
Statement of teaching philosophy	(R)
Description of teaching innovations	(R)
Colleague evaluation of grading practices	(O)
Colleague summary of student comments	(O)
Peer evaluations	(O)
Evidence of Professional Development: <ul style="list-style-type: none"> - Professional affiliations - Centre of Teaching and Learning courses/workshops - Professional Certifications (if required by accreditation bodies) - Relevant research and publications - Scholarship of teaching and learning 	(O) (R) (R) (O) (O)
Evidence of educational leadership	(O)
Data from Student Questionnaires on Courses and Teaching (SQCT's): Data shall consist of class size, response rates, distribution ratings, other factors (course characteristics e.g., elective or required status and mode of delivery). Data shall not include arithmetic averages.	(R)
Written comments from Student Questionnaires on Courses and Teaching (SQCT's)	(O)
Other Evidence of Teaching Effectiveness	(R)

*Please refer to Clause 18.2.1 of the 2022-2026 Faculty Collective Agreement.