

Teacher's Portfolio Assessment form

Name		Department	
Academic title		Unit	
ID		Academic year	
No.	Assessment Questions	Level 1-5	Notes specially > 4.5 and <2
1	The teacher's attendance and performance is satisfactory		
2	Focuses on quality and takes steps towards offering quality educations		
3	Promotes critical thinking and also accepts different views		
4	Doesn't discriminate between students and the students are satisfied with him/her		
5	Show the spirit of team work with other teachers and follows the ethics of respect and patience with them		
6	Actively assists the department in its objectives and the delivery of quality education		
7	Is research active has productions at national level or in proceedings of international conferences		
8	The teacher's research is internationally recognized and published in high impact journals		
9	Innovative and actively participates the different committee inside the department, college or the university		
Total score			0
Notes, observation, criticism and other progress and development means	1		
	2		
	3		
	4		

The requirements of the teacher's portfolio are as follows:

1. Teacher's updated CV.
2. Copy of the researches published in the current year (the teacher must provide a copy of the cover of the journal, and the abstract).
3. Philosophy of teaching (not more than one page) (an example is provided below).
4. Teacher's course book (will be included within the excel file).
5. A copy for the administrative order of committee membership.
6. A copy of the certificate of graduation (e.g M.Sc. or PhD, Board).
7. Certificates of attending conferences and workshops.

8. Administrative orders of supervising M.Sc. and Ph.D students.
9. Documents of researches and journals evaluation (articles review).
10. Documents of theses evaluation (linguistic and scientific evaluation).
11. Thanks and appreciation letters.
12. Documents of other activities.

Teacher's portfolio evaluation would be done by a committee composed of three members:

The head of the department

The head of the quality assurance unit of the college

A teacher (of the specific department) who has the longest period of teaching.

