

Professional Development Plan

AY15 through AY18

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College of Education

Minnesota State University, Mankato

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Criteria 1: Teaching – Demonstrated ability to teach effectively

Goals

1. Successfully complete teaching assignments.
2. Student evaluations show at least a 3 on a 5-point scale.
3. Re-design courses based on student course evaluations and feedback.

Activities

1. Completion of teaching assignment and production of student credit hours.
2. Student course evaluations and feedback, with reflection about changes to instruction made as a result of student feedback.
3. Re-design for EEC 222w (see course syllabi).
4. Submission of assessment data from courses and field experiences to COE Student Information Management System.
5. Integration of active learning strategies to improve teaching and learning, with reflection about changes to instruction as a result of the activities.
6. Integration of technology to improve teaching and learning including use of Desire2Learn platform for course materials, assignments, and communications.
7. Integration of culturally responsive teaching strategies to improve teaching and learning, with reflection about changes to instruction.
8. Incorporation of the COE Conceptual Framework, with reflection about changes to instruction.

Documentation

1. MSU reports on student credit-hour production.
2. Composite Student Course Evaluations for each year from MSU Institutional Research.

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3. Reflections on feedback from observation by faculty peers as well as feedback from student observers.
4. Course portfolio for EEC 222w, with documents and reflection to illustrate course revisions over time with integration of technology, integration of Board of Teaching Standards, integration of culturally-responsive teaching, and incorporation of the COE Conceptual Framework.

Criteria 2: Research and Scholarly Effort – Demonstrated ability to contribute through scholarly or creative achievement or research

Goals

1. Renew appointment to the Research Graduate Faculty.
2. Make presentations to a minimum of two international, national, or regional conferences (each year).
3. Prepare or publish a minimum of two chapters in books or articles in peer-reviewed journals.
4. Mentor at least four undergraduates on research teams.
5. Participate in other possible activities (grant writing, etc.).

Activities

1. Renewed appointment to the Research Graduate Faculty.
2. Conference Presentations.
3. Completion and submission of articles or book chapters.
4. Mentor many undergraduate students on research teams.
5. Apply for an internal or external grant.

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Documentation

1. Letter of appointment to the Research Graduate Faculty.
2. Conference programs showing presentations in two professional conferences each academic year.
3. Copies of book chapters and/or links to articles submitted to peer-reviewed journals.
4. Conference programs and photographs related to undergraduate research teams.

Criteria 3: Continuing Professional Education and Study –

Demonstrated continuing preparation and growth.

Goals

1. Engage in independent and systematic reading in areas related to education, literacy, assessment, research and other areas relevant to elementary education.
2. Maintain memberships in several professional organizations to stay current in my field.
3. Participate in at least two national or international professional conferences.
4. Participate in other opportunities.

Activities

1. Engage in independent and systematic reading of materials related to the course, EEC 222w Human Relations in a Multicultural Society.
2. Maintain memberships in professional organizations to stay current in my field.
3. Participate in at least two national or international professional conferences.
4. Participate in other opportunities.

Documentation

1. Log of reading of materials related to Human Relations in a Multicultural Society (EEC 222w), a course required for elementary education teachers.

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2. Membership cards and/or receipts for membership fees in professional organizations.
3. Certificates of participation in professional conferences.

Criteria 4: Student Development – Demonstrated ability to contribute to student learning and growth

Goals

1. Continue and document my performance in my role of academic adviser for a number of students in education.
2. Mentor student participants in research projects or engagement in presentations at professional conferences.
3. Recommend students for scholarships, internships, fellowships, and employment.
4. Faculty adviser for one student organization, Eurasian Student Association.

Activities

1. Academic adviser for undergraduate students.
2. Mentor student participants in undergraduate research projects and research presentations.
3. Recommend students for scholarships, internships, fellowships, and employment.
4. Act as faculty adviser for one student organization, Eurasian Student Association.
5. Contribute to a faculty advisory council on undergraduate research.
6. Participate on one committee for a student's graduate studies program.
7. Participate in other activities and experiences that emerge.

Documentation

1. Example of office hours and appointments scheduled.
2. Results of survey about undergraduate advising effectiveness.

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3. Conference programs and photographs related to undergraduate research team.
4. List of students for whom I wrote recommendations.
5. Examples of recommendations.
6. Several letters of appreciation from students for whom I wrote recommendations.
7. Constitution for the Eurasian Student Association.
8. Membership list for council on undergraduate research.
9. Letter of appreciation for participation in faculty workshop on undergraduate research.

Criteria 5: Service to University and Community – Demonstrated service beyond the classroom

Goals

1. Carry out responsibilities as a faculty member of the department
2. Carry out responsibilities as a faculty member in the College of Education
3. Carry out responsibilities as a faculty member of MSU, Mankato
4. Engagement in professional organizations.
5. Engagement with international students and colleagues at MSU, Mankato.

Activities

1. Member, EEC Department.
2. Member, EEC Department Committee.
3. Member, COE Committee.

Documentation

1. Examples of EEC department faculty meeting minutes
2. Examples of COE committee memberships
3. Membership Lists.