

Future Faculty Program – Checklist

For each key area of teaching and learning, you are expected to (1) participate in an event that fulfills that area, or for the last two requirements, fulfill the requirement through an option of your choice to be determined in consultation with CATLR; (2) complete the related reflection prompts while your thoughts related to that key area are still fresh; and (3) draft your related teaching materials.

Please use the table below to keep track of your progress throughout the Future Faculty Program:

Key Areas of Teaching & Learning	Reflection Prompts	Related Teaching Materials
Diversity & Inclusive Teaching Event _____ Date _____	<input type="checkbox"/> Completed on _____	<input type="checkbox"/> Diversity statement
Course & Syllabus Design Event _____ Date _____	<input type="checkbox"/> Completed on _____	<input type="checkbox"/> Syllabus
Assessment & Active Learning Event _____ Date _____	<input type="checkbox"/> Completed on _____	<input type="checkbox"/> Assignment guidelines & related assessment criteria and/or lesson plan that integrates active learning
Teaching Statements Event _____ Date _____	<input type="checkbox"/> Completed on _____	<input type="checkbox"/> Teaching statement
Formative Educator Feedback Mode of Gathering Feedback (e.g., survey, observation) _____ Date _____	<input type="checkbox"/> Completed on _____	<input type="checkbox"/> Feedback & reflections on a teaching, TA, or other educator-role experience
Experiential Elective Mode of Fulfilling Experiential Elective _____ Date _____	<input type="checkbox"/> Completed on _____	<input type="checkbox"/> Activities based on your interests & determined in consultation with CATLR