

TITLE V
COLLABORATIVE GRANT BETWEEN MDC INTERAMERICAN CAMPUS (IAC)
AND ST. THOMAS UNIVERSITY (STU)
ELECTRONIC PORTFOLIOS DEVELOPMENT AND INSTRUCTION

Participating Faculty Agreement

Name: _____ MDCID _____

Address: _____

Telephones: (H) _____ (M) _____ (W) _____

Total compensation: \$ _____ per semester Home Qual# _____

Starting Date: _____ Ending Date: _____

R e q u i r e m e n t

Note: Each of these 15 performance benchmarks is worth five points and the attached rubric will be used to evaluate the faculty member's performance.

1. Attend all scheduled meetings and training sessions at either site (i.e., STU or IAC).
 - a. Attendance and punctuality will be recorded regularly
 - b. Take initiatives and be proactive at the meetings and training sessions
 - c. Keep accurate entries for all meetings and workshops, including over-the-phone and e-mail interactions.
2. Demonstrate ability to work cooperatively with others
 - a. Collaborate with STU partners to effectuate program outcomes.
 - b. Keep statistical records with regard to number of students actively using e-portfolio methodology in your classroom and provide a roster of students at the end of the semester.
 - c. Identify common content areas at both sites to be infused with ePortfolio methodology.
3. Submit one progress report for each month during the semester and a final comprehensive progress report at the end of the semester
 - a. Monthly reports are due on the last Tuesday of every month during semester
 - b. Comprehensive progress report should be submitted in electronic format and include a 15-minute PowerPoint presentation to be shown at a designated time (see 8.a.).
4. Develop a professional ePortfolio by the end of the semester
 - a. Showcase your own professional e-portfolio at a designated time
5. Master the e-portfolio software and teach it to selected groups of students
 - a. Assist in the design of faculty and student user guides and training materials.
6. Demonstrate successful infusion of e-portfolio methodologies into syllabi
 - a. Show evidence of multimedia inclusion in your professional e-portfolio (e.g., video, audio, etc.)
7. Complete and submit self-evaluation and contract completion forms at the end of the semester.
8. Prepare and conduct a symposium presentation to the MDC community at a designated time.

- a. Activity Task Force (ATF) members will evaluate presentation
- b. Selected student works from your classes may be included in presentation.
- 9. Demonstrate ability to mentor other faculty members and students at MDC efficaciously
 - a. Identify and mentor a faculty member within your department who would succeed you at the end of your semester contract.
- 10. Participating faculty will continue implementing e-portfolio, at least in one class each semester, in future offerings of the same/or similar class.
- 11. Collaborate with St. Thomas University on respective Faculty class visit/exchange.

* The following scale will be used to tabulate your final compensation:

<u>Scale</u>	<u>Compensation</u>	<u>Level of Commitment</u>
70 – 75 points:	Full compensation	100%
65 – 69 points:	_____	90%
60 – 64 points:	_____	80%
55 – 59 points:	_____	70%
50 – 54 points:	_____	60%
Fewer than 49 points:	No compensation	50%

