

### Portfolio Review

The Certificate in Public Scholarship is a portfolio-based program designed to advance four core learning objectives:

- Become familiar with conceptual vocabularies, research practices, and institutional initiatives related to public scholarship as a field of practice;
- Develop a flexible and situated understanding of public scholarship at different scales across academic, professional, and community settings;
- Engage creatively and critically with public and applied forms of scholarship in research, teaching, and/or community-engagement projects;
- Articulate and provide evidence of the significance of public and applied forms of scholarly practice for academic and/or professional audiences.

The constructive and reflective process of developing a portfolio allows Public Scholarship Fellows to outline their goals, document their scholarly activities, assess their learning, and demonstrate their professional achievements. As fellows progress through the certificate program, they continue to build an archive of work and responses to it that they can draw upon formatively and summatively as evidence of their scholarly and professional development. Fellows' portfolio advisors actively guide this process of developing, documenting, selecting, and reflecting on activities that fulfill the certificate's learning objectives as well as the scholarly and professional goals fellows articulate for themselves in the portfolio.

**Fellows create three portfolios during their CPS coursework.** The first and final portfolios are reviewed and assessed by their portfolio advisors; the portfolio for HUM 602 is reviewed and assessed by their practicum advisor. Fellows are introduced to portfolio development and to the prompts that will structure their initial and final portfolios as part of the introductory course to the certificate, **HUM 594: Scholarship as Public Practice**.

**1) First portfolio review:** HUM 594 scaffolds and structures the portfolio's first formal review: fellows will review their initial portfolio and reflection in a conference with their portfolio advisors and the course instructors. At the end of the introductory course, portfolio advisors are asked to review their fellows' first portfolio, leave formative feedback and comments in their fellows' individual CPS Workspaces, and send an email to the Certificate's co-directors indicating that they have accepted the portfolio and the advising relationship with the fellow moving forward. This needs to be completed before grades are due at the end of the quarter. Portfolio advisors will

receive a prompt to do this when students submit their final versions of the first portfolio on the last day of HUM 594.

**2) Practicum portfolio review:** This portfolio is structured by the requirements of **HUM 602: Practicum in Public Scholarship**. The Certificate practicum combines a practice- or project-based experience that includes scholarly reflection and production regarding that experience. It encompasses work “in the field” and a critical assessment of that work. Fellows should create a HUM 602 portfolio in their CPS workspaces, in order to frame the significance of the work evidenced by particular practicum artifacts for specific audiences and publics, and provide their **practicum advisor** access to this portfolio for collaboration, feedback, and assessment purposes.

\*\*See documentation on “How to Develop Your Practicum” at:

<http://depts.washington.edu/uwch/programs/curriculum/certificate-in-public-scholarship/practicum> for

**3) Final capstone portfolio review:** The portfolio’s final formal review comes in the fellow’s final quarter of the Certificate, when fellows’ complete the final requirement of the program, **HUM 603: Capstone Portfolio**. HUM 603 takes the form of an independent study with students’ portfolio advisors. In HUM 603, fellows create a final portfolio that articulates and provides evidence for the significance of their publicly-engaged scholarship. Capstone portfolios are assessed by portfolio advisors for completion of the course and of the Certificate. The Curriculum and Portfolio Review Committee periodically reviews final portfolios and portfolio advisors’ assessments, in order to inform program, curriculum, faculty, and student development.

See “HUM 603 Capstone Portfolio: Instructions for CPS Fellows and Portfolio Advisors” for timelines and procedures for completing, submitting, and reviewing the capstone portfolio at:

<http://depts.washington.edu/uwch/programs/curriculum/certificate-in-public-scholarship/portfolio>