
PERSUASIVE CASE GUIDE

VER. 1: Have taught the course before

If you have taught a course before and would like to be considered to teach the same course again, please provide the following information:

- **How many times have you taught the course?**
- **When and where?**
 - If a long time has passed, please explain how you have managed to keep up with relevant subject matter
- **What format was used to teach the course?** (online, in person, etc.)
- **Proof of teaching effectiveness**
 - Summary of SETs
 - Significant curriculum/pedagogy improvement/update (e.g. have you integrated a new textbook or significantly revamped the curriculum to better align with CSU Chico's strategic plan?)
 - Other notable achievements (e.g. teaching awards/recognition, exceptional student accomplishments that grew from work in your course/your mentorship, etc.)

VER. 2: Have NOT taught the course before, and would like to be considered:

If you haven't taught a particular course before but believe that you are qualified and would like to make a case to be considered, please do so in 500 words or less.

Some areas you may want to consider when building your case include:

1. **Having taught a similar course either here or somewhere else** (for example, "although I have not taught CMST331, I have experience teaching a writing proficiency course at another department/institution. [include description of comparable course].")
 2. **Having taught a course that contains relevant components** (for example, "although I have not taught Leadership, I dedicated three weeks in 132 to a group leadership project, during which time leadership theories and concepts were covered and applied. Content covered includes leadership traits, styles, relationship, and power")
 3. **Recent academic training that is relevant and can be applied to designing and teaching the course** (for example, "although I have not taught Interpersonal, I specialized in Interpersonal Communication in the master's program and wrote a
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thesis on Long Distance Relationships. During the process, I extensively surveyed interpersonal literature, in particular in the area of relational management, turning point, and the dialectical theory of relationships. Also, I served as a teaching assistant/grader for the instructor of Interpersonal Communication for two semesters (F18/S19), and was involved in lesson plan design and performance evaluation.”)

4. **Professional experience that is relevant and can be applied to designing and teaching the course** (for example, “although I have not taught CMST382, I have 5 years of experience with career consultancy and development in the nonprofit sector and I have attended 3 conferences/trainings that focus on this area [list/link conferences and trainings with dates and locations of attendance].”)