University Teaching Qualification (BKO)

Focus on teaching

What is the University Teaching Qualification?
The University Teaching Qualification (BKO) is a nationally recognized teaching certificate that allows lecturers to reflect on their teaching skills, develop their lecturing abilities, and obtain certification for the competencies they already have. The BKO represents a broad initiative to enhance the quality of teaching at universities.

What does the University Teaching Qualification program for the Faculty of Science entail?
The Faculty of Science offers a program that focuses on practical teaching and peer learning. The program with an intake interview to plan the candidate's trajectory, followed by workshop where lecturers collaborate and learn together. Each BKO candidate also develops a portfolio to showcase their teaching identity. The BKO program, including the writing of the portfolio, requires approximately 90–110 hours over a period of six months to one year.

Accreditation
The BKO Assessment Committee includes internal assessors from the Faculty of Science and external assessors appointed for national quality assurance. This committee evaluates the portfolio of the candidates and conduct an interview. If requirements are met, they recommend awarding the nationally recognized BKO certificate.

What are the requirements to start the BKO program?
The University Teaching Qualification is designed for all lecturers who are:
- Employed for at least 3 months during the academic months prior to the start of the BKO program
- The lecturer has (already assigned) teaching duties, including:
  - Teaching lectures or tutorials in a course
  - Able to (re)design (part of) a course
  - Involved in student assessment and/or grading
  - Able to supervise individual students in a project

Who is responsible for the University Teaching Qualification program?
The University Teaching Qualification (BKO) program is hosted by the Teaching and Learning Centre at the Faculty of Science. It is organized by the BKO team, which includes BKO educators, coaches, support staff, and the BKO coordinator, Saskia Belt.

[1] BKO means Basiskwalificatie Onderwijs.

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The BKO Program

Components of the program

Intake Interview

You will be invited to an intake interview with one of our coaches. During this session, you'll discuss your training needs and what is required to achieve the BKO. Agreements regarding your BKO trajectory and personal goals will also be established.

Workshops and Coaching

The BKO program includes six workshop days, each lasting either four or eight hours, dedicated to Design, Testing & Assessing, and Teaching. Additionally, optional workshops and/or individual coaching sessions are available to address specific needs and learning objectives.

Lesson Observation and Student Evaluation

You will observe and provide feedback on a lecture by another BKO participant. In return, one of your lectures will be observed, evaluated by students, and recorded for self-reflection. Using video self-observation and feedback from students and peers, you will write a reflection on your teaching.
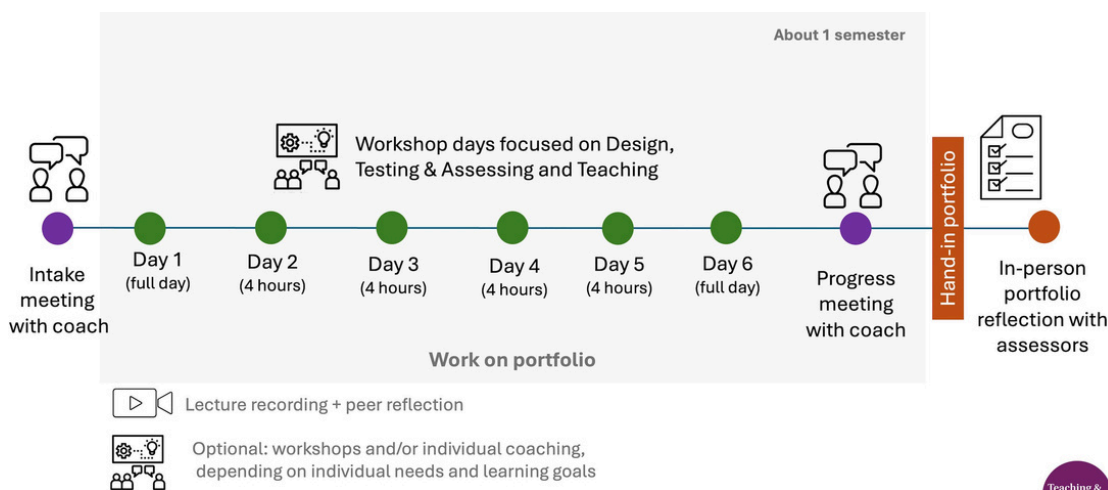
Progress Meeting

You will have a progress meeting with your BKO coach. To prepare, complete as much of your BKO portfolio as possible. During this meeting, your portfolio materials will be reviewed and you'll receive feedback on how they align with BKO requirements.

BKO Assessment

In your online BKO portfolio, you will compile all materials related to your BKO journey. This portfolio must be completed before submitting it for the BKO assessment. It will include evidence demonstrating your competencies as a teacher. The assessment will be completed with an in-person portfolio reflection with the assessors.

About 1 semester

Workshop days focused on Design, Testing & Assessing and Teaching

Hand-in portfolio

| Intake meeting with coach | Day 1 (full day) | Day 2 (4 hours) | Day 3 (4 hours) | Day 4 (4 hours) | Day 5 (4 hours) | Day 6 (full day) | Progress meeting with coach | In-person portfolio reflection with assessors |

Work on portfolio

Lecture recording + peer reflection

Optional: workshops and/or individual coaching, depending on individual needs and learning goals

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Competencies

The BKO competence profile is divided into several areas, each covering different aspects of a university teacher's role.

1. Designing Courses

This competency involves defining clear learning outcomes, selecting appropriate teaching methods, and designing relevant teaching activities within a powerful and inclusive learning environment. You should support students' learning and use a suitable approach to evaluate their knowledge and skills throughout the course. Courses should be aligned with the vision of the study program.
→ **Requirements: you need to (re)design (part of) a course**

2. Testing and Assessing Students

This competency focuses on using appropriate assessment formats and developing quality materials to evaluate students' knowledge and skills. It also involves providing constructive feedback on their learning. The assessments should align with the course goals.
→ **Requirements: you need to be involved in student assessment and/or grading**

3. Teaching

This competency involves effectively engaging with students through various teaching methods. It includes understanding students' initial situations, connecting with diverse student groups, and providing appropriate feedback. It also entails understanding and influencing group dynamics to achieve course goals, boost student motivation, and inspire learning.
→ **Requirements: you need to teach lectures or tutorials in a course**

4. Supervising Students

This competency means effectively supporting and guiding theses, internships, assignments, and other individual student projects. It involves adapting supervision styles to meet individual student's needs and providing timely, constructive feedback to motivate their learning and development.
→ **Requirements: you need to supervise individual students in a project**

5. Evaluating One's Own Teaching

This competency requires making informed decisions to enhance teaching and personal growth. It includes gathering and using feedback, critically reflecting on results, and evaluating the achievement of learning objectives, while staying responsive to student needs and program contributions.

BKO-certified lecturers are expected to adopt a professional approach by contributing constructively to education, collaborating with colleagues, and balancing teaching duties with other responsibilities.

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