# Departmental Grant

## Needs Assessment Survey

***To be completed by GSIs teaching in the department in 2020***–***2021.***

The department is applying for grant funds from the GSI Teaching & Resource Center to enhance its efforts in preparing GSIs for teaching. We’d like to ask you to fill out the following survey so that we can incorporate your feedback into the project we will be undertaking.

1. How many semesters have you taught at Berkeley?
2. Please list the range of responsibilities you have had as a GSI (e.g., conducting discussion sessions, labs, or teaching stand-along foreign language, R&C, or studio courses; grading papers, exams, and/or homework sets; creating tests and exams and/or developing essay and paper topics, holding office hours, giving lectures, developing your own course, developing or maintaining a website).
3. What departmental programs to prepare GSIs for teaching were available to you as a new GSI (e.g., workshops, 375-level course, videotaping)?
4. Which of these programs or activities did you find helpful and in what way?
5. What type of faculty guidance and feedback on teaching have you received and to what extent has that been helpful?
6. What steps should the department take to improve the preparation and guidance GSIs receive for their various teaching responsibilities?
7. How can the department assist you in preparing for the teaching you may do as a junior faculty member or in other future professional settings?
8. If you were designing a 375 pedagogy course for first-time GSIs in our department, which topics would you include? (Please check all that apply.)

\_\_ How to prepare for and conduct the first day of class

\_\_ How to develop, implement, and assess the effectiveness of a lesson plan

\_\_ How to foster equity and inclusion in teaching, learning, and assessment

\_\_ How to coordinate lab/discussion section with lecture

\_\_ How to explain concepts effectively

\_\_ How to create effective writing assignments

\_\_ How to conduct productive peer editing sessions

\_\_ How to give feedback on student writing to promote improvement over time

\_\_ How to assess whether students are learning

\_\_ How to encourage students to think critically

\_\_ How to design and lead a successful discussion

\_\_ How to identify and intervene with struggling students early enough to help

\_\_ How to conduct effective review sessions before exams

\_\_ How to construct good test questions

\_\_ How to grade efficiently and fairly

\_\_ The faculty-GSI working relationship

\_\_ How to develop a teaching portfolio

\_\_ How to use technology in teaching

\_\_ How to develop a course syllabus

\_\_ How to conduct effective group work

\_\_ How to develop civic engagement activities

\_\_ How to prepare and conduct a lecture

\_\_ How to teach a lab

\_\_ What the research on teaching and learning tells us about how students learn

\_\_ How to promote academic integrity and respond to cases of plagiarism or cheating

\_\_ Other topics that should be included:

1. We welcome any additional comments you may have.