PRE-SGID PREP meeting with faculty

Explain the SGID procedure. Explain that the information is gathered solely for them and it is not used for evaluative purposes. Provide the faculty member with a blank copy of the Feedback Form (the one student fill out during the SGID) and inform them they will receive a paper copy of your report.

Faculty Name ____________________________________________
Course Title ___________________________________________________________________________
Number of Students _________________________________________________________________
Pre-SGID Meeting Date & Location ______________________________________________________
Date, time, location for the SGID itself _________________________________
Post-SGID Meeting Date & Location ____________________________________________________

1. Have you ever had an SGID done before?

2. What are you hoping to learn from this SGID?

3. Tell me about this course:

   Description (level, content, etc):

   Delivery format (face-to-face, hybrid, online, etc)

   Goals:

   Taught before?

   Teaching methods? Pedagogical approach?

   Content?

   Expectations? (prerequisite? required?)

   Assignments?

   Grading methods?

   Use of technology?

   Other types of course evaluation?

4. Any class idiosyncrasies/issues/concerns that I should be aware of?

5. Anything else you'd like me to know when I do the SGID?