



## **Mid-Quarter Inquiries**

Mid-Quarter Inquiries (MQIs) provide you with formative feedback that you can use to modify a course you are currently teaching before the end of the term. MQIs are available to full- and part-time faculty, Teaching Assistants, graduate student Associate Instructors (AIs) and Postdoctoral Scholars.

As of Spring 2019, we offer three different MQI services to best fit your teaching and learning needs:

1. **The “standard ” MQI** that is the same service that instructors may have used before. The standard MQI is CEE-facilitated.
2. A **new, Equity, Engagement, and Inclusion (EEI) MQ** that expands on the standard MQI (above) and includes questions on equity, engagement, and inclusion: (such as: classroom climate.) The EEI MQI is CEE-facilitated. For more on the EEI question protocol go [here](#).
3. A **new, Do-it-Yourself (DIY) MQI** that lets instructors choose what questions to ask students and carry out the MQI on their own using methods appropriate for their situation. The DIY MQI is instructor-facilitated. For more on the DIY question protocol go [here](#).

Please note: As of Fall 2018, CEE has moved to an electronic MQI process as part of our effort to enhance our ability to provide access to this formative feedback process to a growing number of instructors in a timely manner. Please note the following changes to CEE’s MQI process:

- CEE reserves the right to limit MQIs (except for the DIY MQIs) to one per instructor per academic year based on demand.
- All MQIs are now electronic only. In the electronic MQI, students provide feedback in the classroom via their electronic devices. Instructors who request a standard or EEI MQI or want to implement the DIY MQI should permit students to use web-enabled devices during the in-class portion of the MQI process.

Below you will find more information about the process for each of these services. These processes apply to the Standard MQI and the Equity, Engagement, Inclusion MQI

### **1. The MQI Process:**

MQIs for faculty are conducted by CEE Specialists. After you have scheduled your MQI, a CEE Specialist will visit your classroom to gather anonymous feedback from your students during a class session. You will receive a complete, digital report 7-10 business days after the MQI was carried out. In a follow-up meeting, you and the CEE Specialist will meet to discuss the student responses and identify teaching practices that support or limit your students’ learning. Instructors commonly find that MQIs can help enhance teaching methods, promote greater student participation, and improve instructor-student rapport.

MQIs for Teaching Assistants, graduate student Associate Instructors, and Postdoctoral Scholars are conducted by the TAC Fellows and follow the same process described above.

***When should I schedule an MQI?***

To ensure that a CEE Specialist can attend your desired class session, you may wish to reserve your MQI near the beginning of the term or one to two terms in advance. Scheduling the MQI to take place during weeks 3 through 6 of the quarter is recommended to allow you to make any desired changes to your course based on MQI feedback before the end of the academic term. After you submit your request through the CEE website, a CEE Specialist will contact you to schedule the MQI and the MQI follow-up consultation.

***What happens during the MQI?***

MQIs take between 15 to 20 minutes of class time, depending on class size. Most MQIs are done at the beginning of class, although it is possible to schedule your MQI at the end of class, if necessary. With the instructor and TAs out of the room, the CEE Specialist asks students to respond to three prompts:

- What helps you learn in this class:
- What limits your learning in this class:
- What suggestions do you have for your instructor:

The CEE Specialist will send you a complete, digital report via email, along with reflection questions about your student learning goals and student responses to your teaching, that will help you prepare for the MQI follow-up consultation.

***Which types of classes are eligible for MQIs?***

Faculty and Instructors of Record: At this time, MQIs are available for the main lecture portion of the class only. We do not currently provide MQIs for discussion sections, labs, and studios for faculty and instructors of record.

Graduate Students and Postdoctoral Scholars: MQIs may be administered to sections, labs, and studios to obtain feedback for graduate student TAs and Postdoctoral Scholars who are responsible for the teaching in these settings.

***What happens during the follow-up consultation?***

The CEE Specialist will send you a complete, digital report via email, along with some reflection questions, before the MQI follow-up consultation. The report and the reflection questions will help you prepare for the meeting. During the follow-up consultation, the CEE Specialist will discuss with you the student feedback and assist you in prioritizing any changes you would like to implement. Consultation topics range from general suggestions about how to increase student engagement to more targeted suggestions about how to incorporate specific, evidence-based teaching practices into your teaching. Instructors can use the comments to guide decisions about the course and their teaching both in the near and long term. Noting the consultation and describing your student feedback can also be a useful item to include in your teaching portfolio or professional dossier.



## **2. The Equity, Engagement, and Inclusion (EEI) MQI:**

This EEI MQI follows the same procedure as the traditional MQI (please see above) for both faculty and graduate instructors. In addition to asking students questions on the Standard MQI, the EEI protocol also asks students to rate their perceptions about the following equity, engagement, and inclusion statements:

- I am motivated to do well in this class
- I feel engaged in this class
- I feel encouraged by the instructor to participate in this class
- I feel I belong in this class
- I feel respected by the instructor

If you are interested in the EEI MQI, please make sure that you select the EEIMQI option when you request the service.

As of Spring 2019, the EEI MQI is only available for Faculty members. We anticipate availability of the EEI MQI for graduate students and post-doctoral scholars in the 2019-2020 Academic Year.

## **3. A new, Do-it-Yourself MQI:**

Should you wish to do your own MQI, please refer to a list of [sample MQI statements](#). You can download this list of questions and add them to a Canvas, Google, or Qualtrics survey for your class. Feel free to administer these questions to your students and request a general consultation with a CEE Specialist to discuss the results.

Note: Instructors who elect to offer their own version of the MQI should supply results to the CEE Specialist they will meet with prior to the consultation, if possible.