

## Research Students Who Teach

Thank you very much for taking part in our survey. This is a chance to provide feedback on your experience of teaching as a research student.

Please note that you may find some questions repetitive. However, it is very important you complete them all so that we can gain a full and accurate picture of your teaching experience.

How old are you?

- Under 21
- 21-25
- 26-30
- 31-35
- 36-40
- 41 or over

What is your gender identity?

- Female
- Male
- Other
- Prefer not to say

Are/ were you a full-time or part-time PhD student?

- Part-time
- Full-time
- I have never studied for a PhD at City

What year of your PhD are you in?

- 1st
- 2nd
- 3rd
- 4th
- 5th or over
- I have finished my PhD

Are you currently involved in any teaching activity at City University?

- Yes
- No

If no, have you been involved in any teaching activity within the last three years at City University?

- Yes
- No

Which school(s) do you teach / have you taught in? **Please tick all that apply.**

- |   |  |
|---|--|
| <input type="checkbox"/> Cass Business School | <input type="checkbox"/> School of Health Sciences                               |
| <input type="checkbox"/> City Law School      | <input type="checkbox"/> School of Mathematics, Computer Science and Engineering |

School of Arts and Social Sciences

**Which faculty do you/have you taught in? Please tick all that apply.**

Faculty of Actuarial Science & Insurance

Faculty of Finance

Faculty of Management

**Which department do you/have you taught in? Please tick all that apply.**

Department of Economics

Department of International Politics

Department of Journalism

Department of Music

Department of Psychology

Department of Sociology

Centre for Language Studies

**Which division do you/have you taught in? Please tick all that apply.**

Division of Health Services Research & Management

Division of Language & Communication Science

Division of Midwifery & Radiography

Division of Nursing

Division of Optometry & Visual Sciences

**Which department do you/have you taught in? Please tick all that apply.**

Department of Civil Engineering

Department of Computer Science

- Department of Electrical & Electronic Engineering
- Department of Mathematics
- Department of Mechanical Engineering & Aeronautics

Do you hold a Doctoral Studentship/ scholarship from City University?

- Yes
- No

Are you required to teach as part of your studentship allowance i.e. at no extra pay?

- Yes, I am still fulfilling my teaching requirement
- Yes, I have fulfilled my requirement already
- Yes, I will start this teaching in the future
- No, I am paid on top of the studentship for all teaching work
- Not sure

The following questions refer to any teaching you do/ did **as a requirement of your studentship**. If you have taught for more than one year at City, **please think about your current or most recent teaching work when answering these questions.**

Do you/ did you have a written contract for this teaching work?

- Yes
- No
- Not sure

Does this contract specify your hours of work?

- Yes
- No
- Not sure

If so, how many hours of work are you contracted for?

Does this contract specify the pay (or equivalent amount from your studentship) for these hours?

- Yes
- No
- Not sure

If so, what is this specified amount of pay (or equivalent amount from your studentship)?

Does this contract mention your teaching duties?

- Yes
- No
- Not sure

If so, what are these contracted duties? **Please tick all that apply.**

- Leading a module
- Planning lectures
- Delivering lectures

- Planning seminars/tutorials/labs
- Leading seminars/tutorials/labs
- Course-related administration (e.g. taking registers)
- Pastoral responsibilities
- Holding office hours
- Replying to student emails
- Marking/assessment
- Assessment feedback sessions
- Other (please specify):

If you do **NOT** have a written contract, is there a **specified amount** of teaching you are required to do as part of your studentship?

- Yes
- No
- Not sure
- Not applicable - I have a written contract

How much teaching are you required to do and how is this amount calculated (e.g. as a specified number of hours per year)? **Please provide as much detail as possible.**

How did you **first** find out about this **specified** amount of required teaching?

- From my offer letter

- From a departmental PhD handbook
- From my supervisor
- From the Head of Department
- From other students
- Other (please specify):

**Do you get to choose which modules you teach on?**

- Yes, I have free choice about which module I want to teach
- Yes, I have some choice (e.g. I am given options to choose from)
- No, I am allocated a module by someone else
- Other (please specify):

**Which of these activities do/did you perform as part of your teaching work?**

**Please tick all that apply.**

- Leading a module
- Planning lectures
- Delivering lectures
- Planning seminars/tutorials/labs
- Leading seminars/tutorials/labs
- Course-relation administration (e.g. taking registers)
- Pastoral responsibilities
- Holding office hours
- Replying to student emails
- Marking/assessment
- Assessment feedback sessions
- Other (please specify):

The next two questions will ask you to estimate how much time you spend teaching on average throughout the academic year. **Please note that an academic year for a full-time research student amounts to approximately 44 weeks. If you teach less than this (e.g. over the first two terms so 22 weeks of the year) try to take this into account when providing your estimate (e.g. by dividing your weekly hours by 2).**

Thinking of all your teaching activities combined, how many hours do you estimate you spend on teaching **on average per week** in the academic year? Please refer to your most recent academic year of teaching.

- Under 1 hour
- 1-2 hours
- 2-3 hours
- 3-4 hours
- 5-6 hours
- 6- 7 hours
- 7-8 hours
- More than 8 hours

And how many hours of that do you spend in class (i.e. holding or supporting a seminar, lecture or lab) **on average per week** in the academic year?

- Under 1 hour
- 1-2 hours
- 2-3 hours
- 3-4 hours
- 5-6 hours
- 6-7 hours
- 7-8 hours
- More than 8 hours



In which terms did you carry out this teaching work? **Please tick all that apply.**

- Autumn term (end of August - beginning of January)
- Spring term (beginning of January - mid April)
- Summer term (mid April - end of August)

Have you received any training **through City** for this teaching work?

- Yes, I have taken the Learning, Teaching and Assessment (LTA) module
- Yes, I have received other training through City
- No, but I will receive training in the near future
- No, but I already have prior teaching experience
- No, I have no experience and no plans to receive training

When did you undertake this training?

- Before I started teaching at City
- After I'd started teaching at City

Please specify when you received this training.

Do you have any further comments about the training you have received through City?

Please indicate how strongly you agree or disagree with the following statements on your experience teaching on a studentship.

	Strongly agree	Somewhat agree	Neither agree nor disagree	Somewhat disagree	Strongly disagree
The amount of teaching I am required to do as part of my studentship is fair and reasonable	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The teaching requirements are clearly communicated to those on studentships and are consistent across my department	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I receive an adequate level of support from other academic staff (e.g. module leaders) for my teaching work	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I only teach subjects that are relevant to my studies	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I feel like I have sufficient training and/or specialist knowledge to teach at City to the best of my ability	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Is there anything else you'd like to tell us about your experiences with teaching as part of your studentship?



Finally, have you ever taken on **extra** teaching that is **NOT** part of the studentship requirements (i.e. received extra pay)?

- Yes
- No

Please refer to this **additional** teaching work **ONLY** when answering the following questions.

Have you done any teaching **AT CITY** that is on a casual, temporary or part-time **PAID** basis?

- Yes
- No
- Not sure

The next questions refer to any teaching you did/do at City University that is **NOT a requirement of a studentship**.

How many years have you worked at City as an hourly-paid or part-time teacher? **Please round to the next year.**

- 1
- 2
- 3
- 4

- 5
- 6 or more

And how many positions have you held in that time? Please consider all scheduled works you have undertaken (for example, if you have been a seminar leader on one module and provided a guest lecture for another, this would count as '2')

- 1
- 2
- 3
- 4
- 5
- 6
- 7 or more

What is your current (or most recent) position?

- Teaching Assistant
- Guest lecturer
- Module leader
- Other (please specify):

Please refer to this current (or most recent) teaching work when answering the following questions.

Did you receive a **formal**, written contract for this work?

- Yes

- No, I am waiting to receive one
- No, I never received one at all
- Not sure

### Who is your contract held with?

- The University
- Unitemps
- Not sure

### When did you receive your contract?

- Before I started teaching
- After I started teaching

### Please specify when you received your contract.

### What type of contract are you on?

- Visiting Hourly-Paid Lecturer
- Guest Lecturer
- Fractional (FTE or full-time equivalent)
- Other (please specify):
- Not sure

### Does the contract specify your hours of work?

- Yes
- No
- Not sure

If so, how many hours of work are you contracted for?

Does the contract mention your teaching duties?

- Yes
- No
- Not sure

If so, what are these contracted duties? **Please tick all that apply.**

- Leading a module
- Planning lectures
- Delivering lectures
- Planning seminars/tutorials/labs
- Leading seminars/tutorials/labs
- Course-related administration (e.g. taking registers)
- Pastoral responsibilities
- Holding office hours
- Replying to student emails
- Marking/assessment
- Assessment feedback sessions
- Other (please specify):

For Visiting Academic Staff, City University uses a pay scale with a number of different amounts or spinal points. These spinal points are grouped into bands or 'grades'. The table below provides the pay scales for jobs at **Grade 6**.

Spine Point	Reference Pay at 01.08.2015	Hourly Rate (including annual leave)	Holiday Pay (per hour employed)	Hourly Rate (excluding annual leave)	Standard Lecture Rate (x2.5) excluding annual leave	Standard Lecture Rate (x2.5) including annual leave
34	£35,609	22.07	3.57	18.51	46.27	55.18
35	£36,672	22.73	3.67	19.06	47.65	56.83
37	£38,896	24.11	3.90	20.21	50.54	60.28
39	£41,255	25.57	4.13	21.44	53.60	63.93
40(D)	£42,488	26.34	4.26	22.08	55.20	65.84
41(D)	£43,758	27.12	4.38	22.74	56.85	67.81

Looking at this table, would you say that you are employed as a Visiting Hourly-Paid Lecturer at Grade 6?

- Yes  
 No  
 Not sure

What is your hourly rate of pay (excluding annual leave)? ***Please note the hourly rate stated on your contract may be rounded up or down by 5 pence. If this is the case, please select the nearest pay rate.***

- £18.51  
 £19.06  
 £20.21  
 £21.44  
 £22.08  
 £22.74  
 None of the above

Not sure

For Visiting Academic Staff, City University uses a pay scale with a number of different amounts or spinal points. These spinal points are grouped into bands or 'grades'. The table below provides the pay scales for jobs at **Grade 5b**.

Spine Point	Reference Pay at 01.08.2015	Hourly Rate (including annual leave)	Holiday Pay (per hour employed)	Hourly Rate (excluding annual leave)	Standard Lecture Rate (x2.5) excluding annual leave	Standard Lecture Rate (x2.5) including annual leave
31	£32,600	20.21	3.27	16.94	42.36	50.52
32	£33,574	20.81	3.36	17.45	43.62	52.03
33	£34,576	21.43	3.46	17.97	44.92	53.58
34(D)	£35,609	22.07	3.57	18.51	46.27	55.18
35(D)	£36,672	22.73	3.67	19.06	47.65	56.83

Looking at this table, would you say that you are employed as a Visiting Hourly-Paid Lecturer at Grade 5b?

- Yes
- No
- Not sure

What is your hourly rate of pay (excluding annual leave)? ***Please note the hourly rate stated on your contract may be rounded up or down by 5 pence. If this is the case, please select the nearest pay rate.***

- £16.94
- £17.45
- £17.97
- £18.51
- £19.06
- None of the above



Not sure

If you selected none of the above, please provide your hourly rate of pay (excluding annual leave).

As a teacher employed on a fractional (FTE) contract, how much are you paid per hour (excluding annual leave)? Please provide your answer in numerical form (e.g. 12.50). If you are not sure, please write 'unsure'.

How much are you/were you paid per hour to provide a guest lecture? Please provide your answer in numerical form (e.g. 12.50). If you are not sure, please write 'unsure'.

How much are you paid per hour? Please provide your answer in numerical form (e.g. 12.50). If you are not sure, please write 'unsure'.

How much are you paid per hour through Unitemps? Please provide your answer in numerical form (e.g. 12.50). If you are not sure, please write 'unsure'.

Which of these activities do/did you perform as part of your teaching work?  
**Please tick all that apply.**

- Leading a module
- Planning lectures
- Delivering lectures
- Planning seminars/tutorials/labs
- Leading seminars/tutorials/labs
- Course-relation administration (e.g. taking registers)
- Pastoral responsibilities
- Holding office hours
- Replying to student emails
- Marking/assessment
- Assessment feedback sessions
- Other (please specify):

The next two questions will ask you to estimate how much time you spend teaching on average throughout the year. **Please note that an academic year for a full-time research student amounts to approximately 44 weeks. If you teach less than this (e.g. over the first two terms so 22 weeks of the year) try to take this into account when providing your estimate (e.g. by dividing your weekly hours by 2).**

Thinking of all your teaching activities combined, how many hours do you estimate you spend on teaching **on average per week** in an academic year?

- Under 1 hour
- 1-2 hours
- 2-3 hours
- 3-4 hours
- 5-6 hours
- 6-7 hours
- 7-8 hours

Over 8 hours

And how many hours of that did you spend in class (i.e. holding or supporting a seminar, lecture or lab) **on average per week** in an academic year?

Under 1 hour

1-2 hours

2-3 hours

3-4 hours

5-6 hours

6-7 hours

7-8 hours

Over 8 hours

In which terms did you carry out this teaching work? Please list all that apply

Autumn term (end of August - beginning of January)

Spring term (beginning of January - mid April)

Summer term (mid April - end of August)

Have you received any training **through City** for this teaching work?

Yes, I have taken the Learning, Teaching and Assessment (LTA) module

Yes, I have received other training through City

No, but I will receive training in the near future

No, but I already have prior teaching experience

No, I have no experience and no plans to receive training

When did you undertake this training?

- Before I started teaching at City
- After I started teaching at City

Please specify when you received this training.

Do you have any further comments about the training you have received through City?

Please indicate how strongly you agree or disagree with the following statements about the conditions of your contract.

	Strongly agree	Somewhat agree	Neither agree nor disagree	Somewhat disagree	Strongly disagree
The pay is adequate for all of my teaching duties	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The contract allocates adequate time for class preparation	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The contract allocates adequate time for marking	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The contract allocates adequate time for liaising with students	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Is there anything else you'd like to tell us about your experiences with teaching as a research student on a casual or part-time basis?

Are you a UK/EU student?

- Yes, I am a UK/EU student
- No, I'm on an International Student Visa

Does your visa restrict the number of hours you can carry out paid work (including teaching)?

- Yes
- No
- Not sure

Have you ever been asked to carry out teaching work which would push the amount of paid work you do beyond your visa restrictions?

- Yes
- No
- Not sure

Is there anything else you'd like to tell us about your experiences with teaching as an international research student?



We are interested in your view of the overall teaching experience for research students. Please rate how well you think your department performs in each of the following categories.

	Extremely good	Somewhat good	Neither good nor bad	Somewhat bad	Extremely bad
Providing opportunities for research students to teach	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Involving postgraduates in the academic teaching community	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Providing access to teacher training and personal development opportunities	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Recognising and valuing research students' contributions to teaching	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Lastly, we are interested in your opinion on the impact of your teaching experience on your PhD research and career outlook. Please indicate how strongly you agree or disagree on your teaching experience at City.

Strongly	Somewhat	Neither agree nor	Somewhat	Strongly
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agree Agree agree disagree disagree Disagree disagree

If I were free to choose, I would have chosen to teach less

The teaching training I have received was sufficient and has prepared me well for my teaching duties

The module I teach/ have taught on is in my own area of research/expertise

The teaching has affected the progress of my PhD

Thank you very much for your time. Your participation will help the University to better understand the needs and issues of research students who teach.

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