

Attachment 2

Questionnaire

U.S. DEPARTMENT OF EDUCATION
NATIONAL CENTER FOR EDUCATION STATISTICS
WASHINGTON, D.C. 20006-5651

FORM APPROVED
O.M.B. No.: 1850-0733
EXPIRATION DATE: 10/2009

ONLINE AND DISTANCE EDUCATION AT POSTSECONDARY INSTITUTIONS

POSTSECONDARY EDUCATION QUICK INFORMATION SYSTEM

This survey is authorized by law (P.L. 103-382). While participation in this survey is voluntary, your cooperation is critical to make the results of this survey comprehensive, accurate, and timely.

This survey focuses on courses and programs that your institution formally designates as distance education; i.e., a formal education process in which the student and instructor are not in the same place. This includes **three types** of distance education courses and programs: **online, hybrid/blended online, and other distance education** courses and programs.

- Instruction may be synchronous or asynchronous, and it involves communication through the use of video, audio, or computer technologies, or by correspondence (which may include both written correspondence and the use of technology such as CD-ROM).
- Institutions may vary in the proportion of online instruction required for a course to be considered an online course or a hybrid/blended online course. **Hybrid/blended online courses** refer to a combination of online and in-class instruction with **reduced in-class seat time** for students. This survey excludes web-enhanced courses that do not reduce in-class seat time.
- The time frame for this survey is the **12-month 2005-06 academic year**. This includes distance education courses during the summer of 2005 or the summer of 2006, depending on how records are kept at your institution.

OMB DRAFT

IF ABOVE INSTITUTION INFORMATION IS INCORRECT, PLEASE UPDATE DIRECTLY ON LABEL.

Name of Person Completing This Form: _____

Title/Position: _____

Telephone Number: _____ E-mail: _____

THANK YOU. PLEASE KEEP A COPY OF THE SURVEY FOR YOUR RECORDS

	PLEASE RETURN COMPLETED FORM TO:	IF YOU HAVE ANY QUESTIONS OR COMMENTS, CONTACT:
Mail:	Basmat Parsad (8096.09.03) Westat 1650 Research Boulevard Rockville, Maryland 20850-3195	Basmat Parsad at Westat 800-937-8281, Ext. 8222 or 301-251-8222 E-mail: basmatparsad@westat.com
Fax:	800-254-0984	

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Please read the instructions below and on the cover page before answering the questions.

- This survey focuses on courses and programs that your institution **formally** designates as distance education. This includes **three types** of distance education: **online, hybrid/blended online, and other distance education** courses and programs.
- Institutions may vary in the proportion of online instruction required for a course to be considered online or hybrid/blended online. **Hybrid/blended online courses** refer to a combination of online and in-class instruction with **reduced in-class seat time**. This excludes web-enhanced courses that do not reduce in-class seat time.
- If a course had multiple sections or was offered multiple times during the academic year, count it as only **one** course; i.e., provide counts of **different** courses. However, **enrollments** may include duplicated counts because they refer to the number of registrations; i.e., a student should be counted for each course in which he/she was enrolled. If your institution did not offer a particular type or level of distance education course in 2005–06, enter 0.
- Include distance education courses offered at the undergraduate and graduate/first-professional levels. **Dual-level courses** (i.e., courses that can be taken for either undergraduate or graduate courses) should be reported as undergraduate courses, and enrollments for these courses should be counted as undergraduate enrollments.

1. In 2005–06 (12-month academic year), did your institution offer **any distance education** courses? Include credit and noncredit distance education courses. See instruction box above.

Yes..... 1 (Continue with question 2.) No..... 2 (Complete front page and return questionnaire)

2. In 2005–06 (12-month academic year), did your institution offer any **college-level credit-granting distance education** courses? See instruction box above.

Yes..... 1 (Continue with question 3.) No..... 2 (Skip to question 15.)

I. Online Courses

3. In 2005–06 (12-month academic year), did your institution offer any **college-level, credit-granting** courses that are **formally** designated as **online courses**? Do **not** include courses that your institution designates as hybrid/blended online courses. See instruction box above.

Yes..... 1 (Continue with question 4.) No..... 2 (Skip to question 6.)

4. Please report the number of **online** college-level, credit-granting courses and the enrollment in those courses in 2005–06. Do **not** include courses that are designated as hybrid/blended online courses. See instruction box above.

Online credit-granting courses (2005–06)	Total (undergraduate and graduate)	Undergraduate (including dual-level)	Graduate/ first-professional
a. Number of courses			
b. Number of enrollments			

5. What is the **minimum** amount of online instruction or other criterion that your institution requires to **formally** designate courses as **online courses**? Do **not** consider criteria used for hybrid/blended online courses. Give one answer only.

a. **Minimum** percent of course **instruction** that has to be online: _____%

OR b. Other criterion, if no minimum online instruction is used to designate courses as online (*Specify criterion*)
Criterion: _____

II. Hybrid/Blended Online Courses

6. In 2005–06 (12-month academic year), did your institution offer any **college-level, credit-granting** distance education courses that are **formally** designated as **hybrid/blended online courses**? Hybrid/blended online courses refer to a combination of online and in-class instruction with **reduced in-class seat time** for students. Exclude web-enhanced in-class courses that do **not** reduce in-class seat time.

Yes..... 1 (Continue with question 7.) No..... 2 (Skip to question 8.)

7. Please report the number of college-level, credit-granting distance education courses that your institution designates as **hybrid/blended online courses** and the enrollment in those courses in 2005–06. See instruction box above.

Hybrid/blended online, credit-granting courses (2005–06)	Total (undergraduate and graduate)	Undergraduate (including dual-level)	Graduate/ first-professional
a. Number of courses			
b. Number of enrollments			

III. All Other Distance Education Courses

8. In 2005–06 (12-month academic year), did your institution offer any **other** college-level credit-granting **distance education courses**; i.e., apart from the online and hybrid/blended online courses reported in questions 3 through 7?
 Yes..... 1 (Continue with question 9.) No..... 2 (Skip to question 10.)

9. Please report the number of **other** types of college-level, credit-granting **distance education courses** offered by your institution in 2005–06 and the enrollment in those courses. *Do not include the online or hybrid/blended online courses reported in questions 3 through 7. See instruction box on previous page.*

Other types of distance education courses (2005–06)	Total (undergraduate and graduate)	Undergraduate (including dual-level)	Graduate/first-professional
a. Number of courses			
b. Number of enrollments			

IV. Degree or Certificate Programs Designed to be Completed Totally through Distance Education

10. In 2005–06 (12-month academic year), did your institution have any college-level **degree or certificate programs** designed to be completed **totally** through distance education? *Include online and other modes of distance education. Include only degree or certificate programs that are based on credit-granting courses. Include programs that may require a small amount of on-campus course or lab work, clinical work in hospitals, or similar arrangements, and baccalaureate degree completion programs.*
 Yes..... 1 (Continue with question 11.) No..... 2 (Skip to question 12.)

11. How many different college-level **degree or certificate programs** designed to be completed **totally** through distance education did your institution offer in 2005–06?

College-level distance education degree and certificate programs based on credit-granting courses (2005–06)	Undergraduate		Graduate/first-professional	
	Degree	Certificate	Degree	Certificate
Number of programs				

V. All Distance Education Courses and Programs, Including Online and Other Modes of Instruction

12. To what extent do the following factors affect your institutions' decisions regarding **college-level, credit-granting distance education** offerings? (Circle one on each line.)

Factor	Not at all	Minor extent	Moderate extent	Major extent
a. Seeking to increase student enrollment.....	1..	2	3	4
b. Making more courses available.....	1..	2	3	4
c. Making more degree programs available.....	1..	2	3	4
d. Making more certificate programs available.....	1..	2	3	4
e. Meeting student demand for flexible schedules.....	1..	2	3	4
f. Providing access to college for students who otherwise would not have access (e.g., because of geographic, family, or work-related reasons).....	1..	2	3	4
g. Responding to the needs of employers/business.....	1..	2	3	4
h. Maximizing the use of existing college facilities.....	1..	2	3	4
i. Meeting student demand for reduced seat time.....	1..	2	3	4
j. Other factor (Specify)_____	1	2	3	4

13. To what extent did your institution use the following technologies for the **instructional delivery** of **college-level, credit-granting** distance education courses in 2005–06? *Include online and other modes of distance education. (Circle one on each line.)*

Technology	Not at all	Small extent	Moderate extent	Large extent
a. Asynchronous Internet-based technologies.....	1	2	3	4
b. Synchronous Internet-based technologies.....	1	2	3	4
c. Two-way interactive video (i.e., two-way video with two-way audio).....	1	2	3	4
d. One-way prerecorded video (including prerecorded videos provided to students, and television broadcast and cable transmission using prerecorded videos).....	1	2	3	4
e. One-way video with two-way audio (e.g., interactive television).....	1	2	3	4
f. One-way audio transmission (e.g., pod casting, radio broadcasts, and prerecorded audiotapes provided to students).....	1	2	3	4
g. Correspondence only (print-based documents exchanged via postal delivery or email).....	1	2	3	4
h. Correspondence combined with the use of distance education technology such as CD-ROM.....	1	2	3	4
i. Other technology (<i>Specify</i>) _____	1	2	3	4

14. How often in the last 3 years has your institution received requests to provide accommodations for students with disabilities in your **college-level, credit-granting** distance education courses? *(Circle one.)*

Never..... 1 Occasionally..... 2 Frequently..... 3 Don't know..... 4

15. *Did your institution offer any distance education courses for **elementary or secondary students** in 2005–06?*

Yes..... 1 (*Continue with question 16.*) No..... 2 (*Skip to question 17.*)

16. Did your institution offer the following types of distance education courses for **elementary or secondary students** during the 2005–06 academic year? *Include online and other modes of distance education. (Circle one on each line.)*

Distance education course for elementary/secondary students	Yes	No
a. Advanced Placement or International Baccalaureate courses.....	1	2
b. Other academic high school courses.....	1	2
c. Academic courses for elementary or middle school students.....	1	2

17. *In the 2005–06 academic year, did your institution offer any **noncredit distance education courses**? Do not include academic courses for elementary/secondary students as noncredit.*

Yes.....1 No.....2

18. In the 2005–06 academic year, did your institution **acquire or developed** its distance education courses in the following ways? *Include online and other modes of distance education. Include academic courses for elementary/secondary students as credit-granting courses.*

*If your institution does **not** have **credit-granting** distance education courses, check here and skip column 1.*

*If your institution does **not** have **noncredit** distance education courses, check here and skip column 2.*

Means of acquisition/development	1. Credit courses		2. Noncredit courses	
	Yes	No	Yes	No
a. Developed by your institution	1	2	1	2
b. Developed in collaboration with other postsecondary institutions	1	2	1	2
c. Acquired from another postsecondary institution	1	2	1	2
d. Acquired from a commercial vendor	1	2	1	2
e. Acquired in some other way(s) (<i>Specify</i>) _____	1	2	1	2