

Historically Black Colleges and Universities – Undergraduate Program

Faculty Survey

OMB Clearance Number: *TBD*

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HBCU Faculty Survey

Section A: Nature of Employment

*A1. During the 2006 Fall Term at [FILL INSTNAME], did you have faculty status as defined by that institution?

- 0 = No
- 1 = Yes

*A2. Was your principal activity at [FILL INSTNAME] during the 2006 Fall Term... (If you had equal responsibilities, please select one.)

- 1 = Teaching
- 2 = Research
- 3 = Public Service
- 4 = Clinical Service
- 5 = Administration (e.g., Dean, Chair, Director, etc.)
- 6 = On sabbatical from this institution
- 7 = Other activity (e.g., technical activity such as programmer or technician; other institutional activities such as library services; subsidized performer, artist-in-residence, etc.)

*A3. During the 2006 Fall Term, did [FILL INSTNAME] consider you to be employed full time or part time?

- 0 = Full time
 - 1 = Part time
- > If full time, skip to A5.

*A4. Do you consider your part-time position at [FILL INSTNAME] to be your primary employment?

- 0 = No
 - 1 = Yes
- > If no, terminate survey and return in the enclosed, stamped, self-addressed envelope.

*A5. In what year did you start working at the job you held during the 2006 Fall Term at [FILL INSTNAME]? Consider promotions in ranks as part of the same job.

Year => _____

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*A6. During the 2006 Fall Term, was your academic rank, title, or position at [FILL INSTNAME]...

(If no ranks are designated at your institution, select “Not applicable.”)

- 0 = Not applicable (No formal ranks are designated at this institution)
- 1 = Professor
- 2 = Associate professor
- 3 = Assistant professor
- 4 = Instructor
- 5 = Lecturer
- 6= Other title (e.g., Administrative, Adjunct, Emeritus, other)

*A7. In what year did you first achieve the rank of [FILL A6] at **any** institution?

Year ⇒ _____

*A8. During the 2006 Fall Term at [FILL INSTNAME], were you...

- 1 = Tenured
- 2 = On tenure track but not tenured
- 3 = Not on tenure track
- 4 = Not tenured because institution had no tenure system

*A9. In what year did you first achieve tenure at **any** postsecondary institution?

Year ⇒ _____

*A10. What is your principal field or discipline of teaching at [FILL INSTNAME]?
(Enter the name of the principal field or discipline in the box below. This name will be used to match against a list of academic fields, so please be specific and do not use abbreviations or acronyms. If you have no principal field, select the “Not applicable” box.)

Name of principal field /discipline of teaching ⇒ _____

- Not applicable

*A11. Please select the code below to confirm your field of teaching.

If you do not agree with this code, select “None of these codes” to manually code the field.

Section B: Academic/Professional Background

*B1. What is the highest degree you have completed? Do not include honorary degrees.

(If you have none of the degrees or awards, select “Not applicable.”)

- 0 = Not applicable (Do not hold a degree)
- 1 = Doctoral degree (Ph.D., Ed.D, etc.)
- 2 = First-professional degree (M.D., D.O., D.D.S. or D.M.D, LL.B., J.D., D.C., D.C.M., Pharm.D., Pod.D or D.P., D.V.M., O.D., M.Div. or H.H.L. or B.D.)
- 3 = Master of Fine Arts, Master of Social Work (M.F.A., M.S.W.)
- 4 = Other master’s degrees (M.A., M.S., M.B.A., M.Ed., etc.)
- 5 = Bachelor’s degree (B.A., A.B., B.S., etc.)
- 6 = Associate’s degree or equivalent (A.A., A.S., etc.)
- 7 = Certificate or diploma for completion of undergraduate program (other than associate’s or bachelor’s)

*B2. In what year did you receive your highest degree?

Year ⇒ _____

*B3. In what field or discipline was your highest degree? ⇒ _____
(Enter the name of your degree field or discipline. This name will be used to match against a list of academic fields, so please be specific and do not use abbreviations or acronyms.)

B4. Did you ever attend an HBCU?

- 0 = No
- 1 = Yes

*B5. Is the last job you held at [FILL INSTNAME] during the 2006 Fall Term the first faculty or instructional staff position you have held at a postsecondary institution? Do not include teaching assistant positions while you were working on your degree.

- 0 = No
- 1 = Yes →

If yes, skip to B7.

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- *B6. In what year did you begin your first faculty or instructional staff position at a postsecondary institution?
(Do not include time when you were a teaching or research assistant.)

Year ⇒ _____

- *B7. Since receiving your highest degree, have you held any positions outside of postsecondary institutions?

0 = No

1 = Yes

- B8. If yes, were these positions/was this position in any of the following employment sectors (please check all that apply)?

Education

A Private For-Profit company, business or individual

A Private Not-for Profit, tax-exempt or charitable organization

Self-Employment in own Not Incorporated business, professional practice, or farm

Self-Employment in own Incorporated business, professional practice, or farm

Local Government (e.g., city, county)

U.S. Military Service, active duty or Commissioned Corps (e.g. USPHS, NOAA)

U. S. Government as a civilian employee

Other (Please Specify) _____

Section C: Instructional Responsibilities and Workload

- *C1. Next, we would like to ask you about the classes or sections that you taught during the 2006 Fall Term at [FILL INSTNAME]. **Please do not include individualized instruction.** Questions about independent study, intern supervision, one-on-one supervision, and one-on-one instruction in performance, clinical, or research settings come later. (If none, select, “no classes.”)

How many...

- a. Classes/sections **for credit** towards degree did you teach?

⇒ _____

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- b. Classes/sections **not for credit** towards degree did you teach?
⇒ _____

(Guidance on Counting Classes

Count multiple sections of the same course separately. For example, Sociology 101 taught to two different groups of students would count as two classes.

Count lab or discussion sections as part of the same class unless they have separate credits assigned to them. For example, a biology class with lectures, labs, and discussion sections each week counts as one class.)

0 = No classes

1 = 1 class

.

.

.

19 = 19 classes

20 = 20 or more classes

- C2. Since (Year HBCU-UP began), has your overall teaching load...

- Increased?
 Decreased?
 Stayed the same?

- *C3. Did you have teaching assistants, readers, graders, or lab assistants for any of the credit classes you taught during the 2006 Fall Term at [FILL INSTNAME]?

- 0 = No
 1 = Yes

- C4. Since (Year HBCU-UP began) has the availability of teaching assistants, readers, graders, or lab assistants for your classes...

- Increased?
 Decreased?
 Stayed the same?

- *C5. During the 2006 Fall Term, did you provide individual instruction **for credit** to any student at [FILL INSTNAME]? By individual instruction, we mean independent study, supervising student teachers or interns, and one-on-one

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instruction like working with students in clinical or research setting. Do not include dissertation or thesis committee work.

- 0 = No
- 1 = Yes

If no, skip to C9.

- *C6. How many undergraduate students received individual instruction for credit from you during the 2006 Fall Term?

Number of students ⇒ _____

- *C7. For the students who received individual instruction for credit from you during the 2006 Fall Term, how many were...

(If none, enter "0.")

Undergraduate students ⇒ _____

Graduate students ⇒ _____

First-professional students (e.g., dental, medical, law, theology)
⇒ _____

- *C8. For the students who received individual instruction for credit from you during the 2006 Fall Term, what was the **total number of hours** you spent each week with your...

(If less than one hour, enter "1.")

Undergraduate students
⇒ _____

Graduate students
⇒ _____

First-professional students (e.g., dental, medical, law, theology)
⇒ _____

- C9. a. Were you assigned additional for-credit activities such as coordination of a program, grant administration, or curriculum development during the 2006 Fall Term?

- 0 = No
- 1 = Yes

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b. If yes, what were they? ⇒ _____

*C10. The next items ask about the average number of hours each week during the 2006 Fall Term at [FILL INSTNAME] that you did the following activities. (If none, enter “0.” If less than one hour, enter “1.” If not sure, give your best estimate.)

How many hours per week did you spend...

a. On undergraduate and graduate thesis or dissertation committees, comprehensive exams or orals committees, or examination or certification committees?

⇒ _____

b. On administrative committee work? Please include curriculum, personnel, governance, and other committees at the department, division, institution, and system levels.

⇒ _____

c. With students you were assigned to advise? (Do not include hours spent working with student in their theses, dissertations, or independent studies.)

⇒ _____

d. In regularly scheduled office hours in person or online?

⇒ _____

e. On mentoring activities in the following categories:

i. Mentoring in a research lab ⇒ _____

ii. Academic mentoring ⇒ _____

iii. Informal mentoring ⇒ _____

C9. Please indicate your level of agreement with the following statements: Since (Year that HBCU-UP began at your institution) has the following occurred at your institution...

Levels of Agreement:

1 = Strongly Agree

2 = Somewhat Agree

3 = Somewhat Disagree

4 = Strongly Disagree

a. Institutional support for faculty research and scholarship has increased (more release time, reduction of workload, institutional funding, etc. have been provided)? ⇒ _____

- b. Institutional support for classroom instruction has increased (more teaching assistants, resources, technology, etc. have been provided).
⇒ _____
- c. STEM courses have been revised to include more research.
⇒ _____
- d. Research being conducted by STEM faculty has involved more undergraduate students. ⇒ _____
- e. The institutional reward system has increased expectations that faculty seek and obtain research grants. ⇒ _____
- f. STEM courses have been revised to reflect national trends for effective pedagogy. ⇒ _____

Section D: Scholarly Activities

D1. Next, we would like you to consider your scholarly activities. How many of the following have you completed?

(If not sure, give your best estimates. For publications, include only works that have been accepted for publication. Count multiple publications/presentations of the same work only once. Include electronic publications that are not published elsewhere in the appropriate categories.)

	How many total?	How many since beginning employment at your institution?	How many since (Year HBCU began)?
*a. Articles submitted for publication in refereed professional or trade journals?	_____	_____	_____
*b. Articles accepted for publication in refereed professional or trade journals?	_____	_____	_____
*c. Articles published in refereed professional or trade journals; or creative works			

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published in juried
media? _____

**How many
total?**

**How many
since beginning
employment at
your institution?**

**How many
since (Year
HBCU began)?**

*d. Articles published in
nonrefereed
professional or
trade journals; or
creative works
published in
nonjuried media or
in-house
newsletters?

*e. Published reviews
of books, articles, or
creative works; or
chapters in edited
volumes?

*f. Textbooks, other
books; monographs;
research or technical
reports disseminated
internally or to
clients?

*g. Presentations at
conferences,
workshops, etc.?

h. Exhibitions in informal
learning settings such
as museums, libraries,
science/tech centers,
zoos or arboretums?

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- i. Patents and computer software products? _____
- j. Grant proposals submitted? _____
- k. Grant proposals funded? _____

*D2. What is your principal field of discipline or scholarly activity?

(Enter the name of your principal field/discipline of scholarly activity. This name will be used to match against a list of academic fields, so please be specific and not use abbreviations or acronyms.)

Name of principal field/discipline of scholarly activity
⇒ _____

*D3. How would you describe your principal scholarly activity during the 2006-07 academic year? Is it...

- 1 = Basic research
- 2 = Applied or policy-oriented research or analysis
- 3 = Literary, performance, or exhibitions
- 4 = Program and curriculum design and development
- 5 = Other ⇒ _____

*D4. During the 2006-07 academic year, are any of your scholarly activities at [FILL INSTNAME] funded? Do not include consulting services and research included as part of your basic salary.

- 0 = No
- 1 = Yes

D5. Please indicate which scholarly activities have been supported and the sources of funding since (Year in which institution began participation in HBCU-UP) (check all that apply):

- a. Writing of journal articles, book chapters, books, book reviews.
 - Not applicable
 - Institutional (your institution)
 - Federal government

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- State government
- Local government
- Private foundation
- Industry
- Other (please specify) ⇒ _____

b. Presentations at conferences, workshops, etc.

- Not applicable
- Institutional (your institution)
- Federal government
- State government
- Local government
- Private foundation
- Industry
- Other (please specify) ⇒ _____

c. Scientific research (basic or applied).

- Not applicable
- Institutional (your institution)
- Federal government
- State government
- Local government
- Private foundation
- Industry
- Other (please specify) ⇒ _____

Section E: Job Satisfaction

E1. With regard to your job at [FILL INSTNAME] would you say you were very satisfied (write a number “1”), somewhat satisfied (2), somewhat dissatisfied (3), or very dissatisfied (4) with...

Prior to (Year HBCU began) Since (Year HBCU-UP began)

*a. The authority you had to make decisions about the content and methods in your instructional activities.

*b. The institutional support for implementing technology-based

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- instructional activities. _____
- *c. Quality of equipment and facilities available for classroom instruction. _____
- *d. Institutional support for teaching improvement (including grants, release time, and professional development funds). _____
- *e. Your workload. _____
- *f. Your salary. _____
- *g. The benefits available to you. _____
- *h. Your job at this institution, overall. _____

Section F: Sociodemographic Characteristics

- *F1. The last few questions we ask you to describe yourself and your opinions about your job. Are you...
 - 1 = Male
 - 2 = Female
- *F2. In what year were you born?
Enter year⇒ _____
- *F3. Are you Hispanic or Latino?
 - 0 = No
 - 1 = Yes
- *F4. Please select **one or more** of the following choices to best describe your race. Are you...
 - American Indian or Alaska Native
 - Asian
 - Black or African American
 - Native Hawaiian or Other Pacific Islander
 - White

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0 = No
1 = Yes

*F5. On November 1, 2006, were you...

- 1 = Single and **never married**
- 2 = Married
- 3 = Living with partner or significant other
- 4 = Separated, divorced, or widowed

*F6. How many dependent children do you support?

(A dependent child is a person 24 years old or younger for whom you provide at least half of his/her financial support.)

Number of dependent children ⇒ _____

- 0 = None
- 1 = 1
- 2 = 2
- .
- .
- .
- 9 = 9
- 10 = 10 or more dependents

*F7. Were you born in the United States?

- 0 = No
- 1 = Yes

*F8. Are you a United States Citizen?

- 0 = No
- 1 = Yes

F9. If you answered no to question F8, are you...

- A US permanent resident
- Other non-citizen
- Do not wish to report

Section G: Opinions

G1. Do you strongly agree, somewhat agree, somewhat disagree, or strongly disagree that at [FILL INSTNAME]...

Levels of Agreement:

- 1 = Strongly Agree
- 2 = Somewhat Agree
- 3 = Somewhat Disagree
- 4 = Strongly Disagree

- *a. Good teaching is rewarded
⇒ _____
- b. Involvement with students is rewarded
⇒ _____
- c. There is a high level of student-faculty interaction
⇒ _____
- *d. Part-time faculty are treated fairly
⇒ _____
- *e. Female faculty members are treated fairly
⇒ _____
- *f. Faculty who are members of racial or ethnic minorities are treated fairly
⇒ _____

FACULTY SURVEY WORKING DRAFT LETTER

Date

Faculty Member

Title

Street Address

City, State Zip Code

Dear Faculty Member,

Your help is needed with a brief survey of STEM faculty members from HBCU-UP institutions. The survey is funded by a National Science Foundation contract and conducted by the Urban Institute and Nustats.

The survey that will take about 15 minutes to complete and we have provided several options for doing so. Of course, your individual responses to the survey will be kept confidential and the information you provide will be grouped with that of all others who complete the survey. The box below provides options for responding to the survey:

Survey Response Options

– **Mail:** To respond by mail, simply fill out the paper survey and return it in the enclosed business reply envelope.

☞ **On-line:** To respond via the Internet, please go to www.addressTBDsurvey.com and enter the PIN TBD to access the survey. If you experience technical difficulties when accessing the survey, please call 1-800-TBD.

▶ **Telephone:** To respond by telephone, please call the Data Source interview line at 1-800-TBD and request the HBCU survey. An interviewer will be available to take your call between the hours of 9AM and 9 PM Eastern Time.

Please complete the survey using your preferred option—mail, internet, or telephone—at your earliest convenience. If you have any general questions about the survey, you may call TBD at 800-TBD. Your time and cooperation are greatly appreciated. We look forward to hearing from you.

FACULTY SURVEY WORKING DRAFT EMAIL

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🔗 **On-line:** Please go to www.addressTBDSurvey.com and enter the PIN TBD to access the survey. If you experience technical difficulties when accessing the survey, please call 1-800-TBD.

Please complete the survey at your earliest convenience. If you have any general questions about the survey, you may call TBD at 800-TBD. Your time and cooperation are greatly appreciated. We look forward to hearing from you.