

MEMORANDUM

OMB # 1850-0803 v.39

DATE: February 1, 2011

TO: Shelly Martinez
Office of Information and Regulatory Affairs, Office of Management and Budget

FROM: Jared Coopersmith
National Center for Education Statistics

THROUGH: Kashka Kubzdela
National Center for Education Statistics

SUBJECT: Response to OMB passback on FRSS 104: Dual Credit and Exam-Based Courses in Public High Schools: 2010–11 & PEQIS 18: Dual Enrollment of High School Students at Postsecondary Institutions: 2010–11 – Feasibility Calls

1. “Do not include distance education courses.” -- May want to rephrase to “Do not include courses taught primarily through distance learning.” This might avoid unnecessary omissions by respondents that are eager to follow the guidance given.

We agree and will change the wording of the exclusion to “Do not include courses taught primarily through distance education” so that it corresponds to the wording in Q10.

2. “Courses with a **career and technical/vocational** focus are those such as computer maintenance technology and automotive technology.” -- More of a definition of career/technical/vocational education could be helpful. This category varies greatly (ranging from cosmetology to computer science courses), and it is possible that an instructor is not entirely sure if their course qualifies.

The current wording is consistent with the wording used in the 2002-03 survey. Also, the expected respondents are school guidance counselors, who are familiar with this terminology. We will determine whether respondents need additional definitions during the feasibility calls.

3. Can you confirm whether staff from the other program divisions (e.g., NAEP) are members of the questionnaire review board at NCES, and that those divisions have therefore had the opportunity comment on this collection?

According to the usual QRIS schedule for survey development, we will conduct the feasibility calls first and then submit the questionnaires to the internal Quality Review Board (QRB) before conducting the pretests. The schedule is set up this way because the feasibility calls are designed to help the data requestors develop the best survey questions for their needs. Dr. Kashka Kubzdela then convenes the internal QRB, made out of relevant staff from all of the NCES divisions, and the QRB reviews and discusses all of the survey questions.

4. Given the potential relevance of this survey to other parts of NCES, waiting until after the feasibility calls to give the other divisions a chance to look may significantly restrict their opportunity for input. Is there any reason not to give them a quick look now as you gave OMB

Given the timing of these two surveys, we will seek input on them from other NCES divisions right away, while the usability calls are being conducted. Going forward, we will alter the QRB process so that input from other NCES divisions is sought in conjunction with developing the surveys, prior to the usability calls. This way, the QRB members would have had input before their review of the pretest version and before the QRB meeting.