

# ADVANCE IMPLEMENTATION EVALUATION

## Telephone Interview Protocol

### Program Director

Expected duration: 1 to 1.25 hours

**Note to interviewers:**

**There are a lot of probes here. All do not have to be used.  
The probes are included to provide examples of additional questions that might be asked, as appropriate.  
Use your judgment and stay within the time limit.**

#### **A. Background Information**

1. What was your position within the ADVANCE program at \_\_\_\_\_?  
How long were you involved with ADVANCE?
2. As \_\_\_\_\_, what was your role vis à vis the program?
3. Did you hold any other positions at your institution?
4. Who was responsible for the day-to-day operation of the program?

#### **B. Administrative and Governance Structure**

5. To whom did you report as \_\_\_\_\_ of the ADVANCE program? (If applicable)  
What was the administrative structure of the program?
6. Where within the institutional structure was your ADVANCE program located? How and why was the decision made to locate it there?
7. Was there an advisory committee to your program? (If so, please describe its role and composition.)

#### **C. Program Goals and History**

Before we talk about your specific activities, I am curious about how you got to the point of developing and submitting the proposal.

8. Tell me how your effort got started. What led your institution to submit a proposal? Who was involved in the process? (Probe: Had there been earlier activities to address gender equity in the sciences at your institution? Did your ADVANCE program build on previous institutional initiatives?)
9. Describe the proposal creation process. How did you come to define the problem/challenge as you did? Who was involved? (Probe: senior campus leaders, faculty, students, others.) What role did they play? (Probe: active role, consultation, kept informed, etc.)
10. What was the specific gender equity “problem” that you wished to address with program funding? Please describe how your institution identified this “problem.” (Probe: What data were used? Who was involved? What role did they play? Why was the decision made to address that specific “problem”?)
11. Did the definition of the “problem” or your understanding of the problem change over time? How? What was the effect of this change on your approaches?

12. What was the rationale for selecting the STEM departments (mentioned in your proposal) as the sites for intervention? (Probe: Were any STEM departments excluded? Why?)
13. What were the goals of the project? How well do the goals of the project fit into the overall mission of the institution?

**D. Program Implementation**

Now let's talk about your ADVANCE project as it was funded by NSF and implemented by your institution.

***Program Functions***

14. Given the goals of the program and how you defined your problem(s), how did you decide on the appropriate strategies for addressing these goals?  
(Probe: What was the process for choosing main strategies? Who was involved? What ideas or frameworks guided your choices? Was the choice based on a theory of change or other theory or specific assumptions?)
15. What were the strategies and approaches proposed by your institution to address ADVANCE goals?
16. What were the main components of the ADVANCE Program?  
(Interviewer: Verify from proposal what these are and get respondent to confirm. Ask only if components are different from the strategies and approaches described above. Make note of components that were dropped and/or added and find out why.)
17. Why were these components chosen? How were they selected?  
(Probe: Who was involved in the selection process? What was the rationale for choosing these? Based on any research or theories? Institutional culture? Prior activities?)
18. Where did you get resistance (active and/or passive)? How did you overcome it sufficiently to move ahead?
19. Were there other efforts or changes outside of ADVANCE that contributed to or hindered the agenda?
20. Of the components of the program, which were the most successful? Why do you think these components succeeded? (Probe: For reasons why these components were successfully implemented and why they were successful in advancing project goals.)
21. Which components were the least successful? What were the reasons for their lack of success? (Probe: Failure in implementation or were they not successful in achieving goals?) Were any of these abandoned at some point in the five-year period (may be answered in Q16)?
22. What factors contributed the most to the successful implementation of your ADVANCE program?
23. What factors posed the greatest challenge to program success?
24. What are some conditions that you feel have to be present in order to successfully implement an ADVANCE-type program?
25. What role do you feel institutional or departmental culture played in facilitating or deterring the success of the project? Please describe. (Probe: Did you encounter resistance to your project because of the institutional or departmental culture? How did you build on institutional or departmental culture to gain support for your project?)

Culture
Climate

## *Evidence of Institutional Transformation*

Culture Climate	26. Has the climate of the institution or the STEM departments become more gender-friendly? (Probe: Are group interactions different? Has the language used by the institution/ departments become more sensitive to gender issues? Do the topics that dominate campus conversations reflect greater awareness of gender issues? Are new stakeholders participating in institutional discourse? Have relations with key stakeholders changed to reflect more support for gender equity?)
Resources	27. In addition to NSF funds, what resources contributed to the implementation of the ADVANCE program? (Probe: Did the institution or department provide funding—in the form of summer stipends, research funding, recruitment incentives, additional staff, release time, in kind contributions such as space, equipment, etc. Was funding obtained from external sources?) 28. Has the institutional or departmental budget been reallocated in ways that support improved gender equity for faculty in S&E? Was this due to ADVANCE? 29. Has the institution or STEM departments leveraged ADVANCE funding to attract additional funds to promote gender equity for faculty? (Was funding obtained from external sources?)
Policies Practices Structures	30. Have there been changes to or establishment of <u>policies and practices</u> at either the departmental or institutional levels to support gender equity among science faculty? Was this due to ADVANCE? 31. Have new institutional or departmental <u>structures</u> been created to support gender equity for S&E faculty? Was this due to ADVANCE? 32. Have <u>decision-making</u> structures changed to support improved gender equity for S&E faculty? Was this due to ADVANCE? If so, how? in what ways?

### **E. Program Outcomes**

33. Overall, how successful has your ADVANCE Program been in achieving longer-term outcomes? (Probe: What data can you cite to support that claim?)  
Have any of the components of your ADVANCE Program been institutionalized?
34. Has your program design been disseminated or replicated? If so, please describe.
35. Has your project produced any publications or conference papers? If so, may I have a list of publications and papers?

Interviewer: FOR INSTITUTIONS THAT HAVE LEADERSHIP AWARDS FROM NSF ADVANCE

36. Did your institution receive a Leadership **grant**? If so, did this grant help to further the goals of the IT grant? How?

Interviewer: FOR INSTITUTIONS THAT HAVE PAID AWARDS FROM NSF ADVANCE

37. Did your institution receive a PAID **grant**? If so, did this grant help to disseminate or replicate your IT program? How?