Course Information

Date Submitted: 3/25/2014

Current Prefix and Number: EPE - Edc. Policy Studies &Eval. , EPE 619 SURVEY RES METHODS IN EDU (SR)

Other Course:

Proposed Prefix and Number: EPE 619

What type of change is being proposed?

Major – Add Distance Learning

Should this course be a UK Core Course? No

1. General Information

a. Submitted by the College of: EDUCATION

b. Department/Division: Educational Policy Studies and Evaluatio

c. Is there a change in 'ownership' of the course? No

If YES, what college/department will offer the course instead: Select...

e. Contact Person

Name: Kelly Bradley

Email: kdbrad2@uky.edu

Phone: 859-257-4923

Responsible Faculty ID (if different from Contact)

Name: Kelly Bradley

Email: kdbrad2@uky.edu

Phone: 859-257-4923

f. Requested Effective Date

Semester Following Approval: No OR Effective Semester: Spring 2015

2. Designation and Description of Proposed Course

a. Current Distance Learning (DL) Status: Please Add

b. Full Title: SURVEY RESEARCH METHODS IN EDUCATION (SUBTITLE REQUIRED)

Proposed Title: SURVEY RESEARCH METHODS IN EDUCATION (SUBTITLE REQUIRED)

c. Current Transcript Title: SURVEY RES METHODS IN EDU (SR)

Proposed Transcript Title: SURVEY RES METHODS IN EDU (SR)

d. Current Cross-listing: none

   Proposed – ADD Cross-listing :   NA

   Proposed – REMOVE Cross-listing: NA

e. Current Meeting Patterns

   LECTURE: 3

   Proposed Meeting Patterns

   LECTURE: 3

f. Current Grading System: Graduate School Grade Scale

   Proposed Grading System: *Graduate School Grade Scale*

g. Current number of credit hours: 3

   Proposed number of credit hours: 3

h. Currently, is this course repeatable for additional credit?   No

   Proposed to be repeatable for additional credit?   No

   If Yes: Maximum number of credit hours: NA

   If Yes: Will this course allow multiple registrations during the same semester?   No

2i. Current Course Description for Bulletin: Survey research is one of the most common and useful methods for gathering data in educational research. Obtaining valid and reliable research results requires the administration of instruments that provide valid and reliable measures of the variables selected for observation. This course will focus on principles of measurement and procedures for developing a variety of survey instruments and for determining their validity and reliability. It is designed to teach students both how to improve the questions and design instruments. The theory and practice of survey reserach relies on contributions from disciplines such as psychology, sociology, statistics, and computer science. The purpose of this course is to familiarize participants with basic features of the design and implementation of surveys, and acquaint them with some principles and underlying theory from disciplines that have traditionally used surveys most heavily. The course will cover major stages of the survey process, including hypothesis and problem formulation, study design, sampling, questionnaire design, interviewing techniques, pretesting, modes of data collection, and data cleaning, management, and anlysis The course involves lectures, readings, and discussions. Students are encouraged to bring materials related to their own research interests. The course will provide an overview of the theoretical and experimental literature related to question and questionnaire design as well as focusing on practical issues in the design, critique, and interpretation of survey questions that are often not taught in formal courses. There will be exercises both in and outside of class to reinforce both theory and practice.

Proposed Course Description for Bulletin: Survey research is one of the most common and useful methods for gathering data in educational research. Obtaining valid and reliable research results requires the administration of instruments that provide valid and reliable measures of the variables selected for observation. This course will focus on principles of measurement and procedures for developing a variety of survey instruments and for determining their validity and reliability. It is designed to teach students both how to improve the questions and design instruments. The theory and practice of survey research relies on contributions from disciplines such as psychology, sociology, statistics, and computer science. The purpose of this course is to familiarize participants with basic features of the design and implementation of surveys, and acquaint them with some principles and underlying theory from disciplines that have traditionally used surveys most heavily. The course will cover major stages of the survey process, including hypothesis and problem formulation, study design, sampling, questionnaire design, interviewing techniques, pretesting, modes of data collection, and data cleaning, management, and analysis The course involves lectures, readings, and discussions. Students are encouraged to bring materials related to their own research interests. The course will provide an overview of the theoretical and experimental literature related to question and questionnaire design as well as focusing on practical issues in the design, critique, and interpretation of survey questions that are often not taught in formal courses. There will be exercises both in and outside of class to reinforce both theory and practice.

2j. Current Prerequisites, if any: Prereq: EPE/EDP 557 or an equivalent course; an introductory statistics course.

Proposed Prerequisites, if any: Prereq: EPE/EDP 557 or an equivalent course; an introductory statistics course.

2k. Current Supplementary Teaching Component:

Proposed Supplementary Teaching Component: No Change

3. Currently, is this course taught off campus? No

Proposed to be taught off campus? Yes

If YES, enter the off campus address: online via Blackboard at elearning.uky.edu

4. Are significant changes in content/student learning outcomes of the course being proposed? No

If YES, explain and offer brief rational: NA

5a. Are there other depts. and/or pgms that could be affected by the proposed change? No

If YES, identify the depts. and/or pgms: This course is taken by students from all departments in the College of Education. Students from other colleges on campus often take it as an elective, but to our knowledge is not required. It will however, support many departments in allowing a viable research methods option in an accessible platform for all students, part-time or full-time.

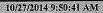5b. Will modifying this course result in a new requirement of ANY program? No

If YES, list the program(s) here: NA

6. Check box if changed to 400G or 500: No

Distance Learning Form

Instructor Name: Kelly Bradley

Instructor Email: kdbrad2@uky.edu

Internet/Web-based: Yes

Interactive Video: No

Hybrid: No

1.How does this course provide for timely and appropriate interaction between students and faculty and among students? Does the course syllabus conform to University Senate Syllabus Guidelines, specifically the Distance Learning Considerations?   EPE 619 - Survey Res Methods in EDU (SR) (see attached syllabus) conforms to all University of Kentucky Distance Learning Syllabus Guidelines and specifically includes information about virtual office hours, procedures for resolving technical issues, notification and information about self-disclosure and procedures for disability accommodations etc. Web-based course delivery methods will be used for 100% of individual student engagement and course interactions. Web based assessments described in the syllabus include: Asynchronous Dialogue: Students are required to actively interact with their class peers on the Blackboard based discussion board forum; Participation: Students are required to complete independent work as presented on the course calendar and submit online; Students will complete assignments via Blackboard. Web discussions are intended to facilitate critical thinking about survey research methods and build their capacity to improve her/his own learning. Discussion questions and asynchronous dialogue with other students in class on the web will enhance critical thinking.

2.How do you ensure that the experience for a DL student is comparable to that of a classroom-based student's experience? Aspects to explore: textbooks, course goals, assessment of student learning outcomes, etc.   The course is designed to be delivered online, through asynchronous learning technology systems. The Distance Learning experience for students enrolled in this course is based on and will be comparable to classroom-based instruction. The web-based format aligns with effective adult learning formats and include timely access to the course instructor and peers as well as feedback on discussion board forums and blackboard practice activities. The syllabus clearly explicates students' reading assignments including required textbook(s). All assignments are aligned with stated course objectives (learning goals). Instructor-student interaction is comparable to classroom instructional methods. Student performance is assessed by the instructor through participation in and monitoring of asynchronous, on-line interactions, observations of on-line discussions, feedback on Discussion board forums, and evaluation of assignments (see syllabus).

3.How is the integrity of student work ensured? Please speak to aspects such as password-protected course portals, proctors for exams at interactive video sites; academic offense policy; etc.   This online course will use University of Kentucky technology that protects the integrity of student work. The course will not require the use of examination proctors or other support staff or interactive video. The syllabus describes UK academic policies that apply in this course and are articulated in the "Students Rights and Responsibilities Handbook" and "the UK Graduate Bulletin." Important policies and regulations applicable to this course are explicitly stated in the syllabus including attendance, cheating and plagiarism, course withdrawal, incomplete grades, and acceptable standards of English, absences, changes in the syllabus, standards for assessing the quality of student work and late work. A statement of student responsibilities is included (see syllabus).

4.Will offering this course via DL result in at least 25% or at least 50% (based on total credit hours required for completion) of a degree program being offered via any form of DL, as defined above?   NO

If yes, which percentage, and which program(s)?   NA

5. How are students taking the course via DL assured of equivalent access to student services, similar to that of a student taking the class in a traditional classroom setting?   All students in this online course have equal access to all student services at the University of Kentucky for which they qualify and those student services are similar to those available to individuals taking this class in a tradition (i.e. face-to-face) classroom setting. Access to student services are explicated on the University of Kentucky websites including but not limited to: (http://www.uky.edu.TASC/index.php) and (http://www.uky.edu/UKIT/). Students who have special needs or require accommodations of any kind will be advised to register with the UK Disability Resource Center for assistance. The course instructor will work with students on an individual basis to make appropriate accommodations to participate in the class and complete work (see syllabus).

6. How do course requirements ensure that students make appropriate use of learning resources?   In addition to purchasing required textbooks, selected readings will be available through the University of Kentucky Libraries online reserve system or posted on the course website. Additionally, the program will provide support to students encountering technology problems in accessing the course content.

7. Please explain specifically how access is provided to laboratories, facilities, and equipment appropriate to the course or program.   Access is provided via students' personal computer proxy access to online library resources (see syllabus).

8. How are students informed of procedures for resolving technical complaints? Does the syllabus list the entities available to offer technical help with the delivery and/or receipt of the course, such as the Information Technology Customer Service Center (http://www.uky.edu/UKIT/)?   Students are informed of the availability of University of Kentucky services in the syllabus (CELT, Blackboard, Canvas) help desk UK IT Customer Service Center as described in the syllabus. Blackboard / Canvas instructors have received required training in the use of the Course management System, UK Libraries online resources (and EZ Proxy tools) and will assist students as needed. In sum, all students in this course have equal access to all student services at the University of Kentucky for which they qualify. Access to student services are explicated on the University of Kentucky websites including but not limited to: (http://www.uky.edu.TASC/index.php) and (http://www.uky.edu/UKIT/) (see syllabus).

9. Will the course be delivered via services available through the Distance Learning Program (DLP) and the Academic Technology Group (ATL)?   YES

If no, explain how student enrolled in DL courses are able to use the technology employed, as well as how students will be provided with assistance in using said technology.   Students will have access to the course content via Blackboard, supported by UKIT and CELT (the TASC successors), and the instructors website (when applicable).

10. Does the syllabus contain all the required components?   YES

11. I, the instructor of record, have read and understood all of the university-level statements regarding DL.

   Instructor Name: Kelly Bradley

   SIGNATURE|JPBIEB01|Jeffery Bieber|EPE 619 CHANGE Dept Review|20140325

   SIGNATURE|MYRT|Martha L Geoghegan|EPE 619 CHANGE College Review|20140512

   SIGNATURE|ZNNIKO0|Roshan N Nikou|EPE 619 CHANGE Graduate Council Review|20141024

Courses	Request Tracking

Course Change Form

https://myuk.uky.edu/sap/bc/soap/rfc?services=

Generate R

Open in full window to print or save

Attachments:

[Browse...]   Upload File

	ID	Attachment
Delete	3287	619Syllabus.pdf
Delete	3288	SyllabusSurvey_Current.doc

[First] 1 [Last]

[Select saved project to retrieve...]   Get   New

NOTE: Start form entry by choosing the Current Prefix and Number
(*denotes required fields)

	Current Prefix and Number:	EPE - Edc. Policy Studies & Eval. ▼ EPE 619 SURVEY RES METHODS IN EDU (SR) ▼	*Proposed Prefix & Number:* (example: PHY 401G) ☐ Check if same as current	EPE 619
*	What type of change is being proposed?		☐ Major Change ☑ Major – Add Distance Learning ☐ Minor - change in number within the same hundred series, exception 60(the same "hundred series" ☐ Minor - editorial change in course title or description which does not imp in content or emphasis ☐ Minor - a change in prerequisite(s) which does not imply a change in cou content or emphasis, or which is made necessary by the elimination or signi alteration of the prerequisite(s) ☐ Minor - a cross listing of a course as described above	

Should this course be a UK Core Course? ○ Yes ⦿ No

If YES, check the areas that apply:

☐ Inquiry - Arts & Creativity   ☐ Composition & Communications – II

☐ Inquiry - Humanities   ☐ Quantitative Foundations

☐ Inquiry - Nat/Math/Phys Sci   ☐ Statistical Inferential Reasoning

☐ Inquiry - Social Sciences   ☐ U.S. Citizenship, Community, Diversity

☐ Composition & Communications – I   ☐ Global Dynamics

1.	General Information	
a.	Submitted by the College of: EDUCATION	Submission Date: 3/25/2014
b.	Department/Division:	Educational Policy Studies and Evaluatio
c.*	Is there a change in "ownership" of the course?	
	○ Yes ⦿ No If YES, what college/department will offer the course instead? [Select... ▼]	
e.*	* Contact Person Name: Kelly Bradley Email: kdbrad2@uky.edu Phone: 859-257-4923 * Responsible Faculty ID (if different from Contact) Kelly Bradley Email: kdbrad2@uky.edu Phone: 859-257-4923	
f.*	Requested Effective Date: ☐ Semester Following Approval OR Specific Term: ² Spring 2015	
2.	Designation and Description of Proposed Course.	
a.	Current Distance Learning(DL) Status:	○ N/A ○ Already approved for DL* ⦿ Please Add ○ Please Drop

*If already approved for DL, the Distance Learning Form must also be submitted <u>unless</u> the department affirms (by checking this box) tha
proposed changes do not affect DL delivery.

b.	Full Title:	SURVEY RESEARCH METHODS IN EDUCATION (SUBTITLE REQUIRED) ▲▼	*Proposed Title:* * SURVEY RESEARCH METHODS IN EDUCATION (SUBTITLE REQUIRED)
c.	Current Transcript Title (if full title is more than 40 characters):	SURVEY RES METHODS IN EDU (SR)	

c.	Proposed Transcript Title (if full title is more than 40 characters):		SURVEY RES METHODS IN EDU (SR)		

d.	**Current Cross-listing:**	☑ N/A		OR	Currently[3] Cross-listed with (Prefix & Number):	none

	Proposed – ADD[3] Cross-listing (Prefix & Number):			NA	

	Proposed – REMOVE [3,4] Cross-listing (Prefix & Number):			NA	

e.	Courses must be described by **at least one** of the meeting patterns below. Include number of actual contact hours [5] for each meeting pattern type.

Current:	Lecture 3	Laboratory[5]	Recitation	Discussion	Indep. Study
	Clinical	Colloquium	Practicum	Research	Residency
	Seminar	Studio	Other		Please explain:

Proposed: *	Lecture 3	Laboratory[5]	Recitation	Discussion	Indep. Study
	Clinical	Colloquium	Practicum	Research	Residency
	Seminar	Studio	Other		Please explain:

f.	**Current Grading System:**	Graduate School Grade Scale
	Proposed Grading System:*	○ Letter (A, B, C, etc.) ○ Pass/Fail ○ Medicine Numeric Grade (Non-medical students will receive a letter grade) ◉ Graduate School Grade Scale

g.	**Current number of credit hours:**		3	Proposed number of credit hours: *	3

h.*	**Currently, is this course repeatable for additional credit?**		○ Yes ◉ No
*	Proposed to be repeatable for additional credit?		○ Yes ◉ No
	If YES:	Maximum number of credit hours:	NA
	If YES:	Will this course allow multiple registrations during the same semester?	○ Yes ◉ No

i.	**Current Course Description for Bulletin:**

Survey research is one of the most common and useful methods for gathering data in educational research. Obtaining valid and reliable research results requires the administration of instruments that provide valid and reliable measures of the variables selected for observation. This course will focus on principles of measurement and procedures for developing a variety of survey instruments and for determining their validity and reliability. It is designed to teach students both how to improve the questions and design instruments. The theory and practice of survey reserach relies on contributions from disciplines such as psychology, sociology, statistics, and computer science. The purpose of this course is to familiarize participants with basic features of the design and implementation of surveys, and acquaint them with some principles and underlying theory from disciplines that have traditionally used surveys most heavily. The course will cover major stages of the survey process, including hypothesis and problem formulation, study design, sampling, questionnaire design, interviewing techniques,

*	Proposed Course Description for Bulletin:

Survey research is one of the most common and useful methods for gathering data in educational research. Obtaining valid and reliable research results requires the administration of instruments that provide valid and reliable measures of the variables selected for observation. This course will focus on principles of measurement and procedures for developing a variety of survey instruments and for determining their validity and reliability. It is designed to teach students both how to improve the questions and design instruments. The theory and practice of survey research relies on contributions from disciplines such as psychology, sociology, statistics, and computer science. The purpose of this course is to familiarize participants with basic features of the design and implementation of surveys, and acquaint them with some principles and underlying theory from disciplines that have traditionally used surveys most heavily. The course will cover major stages of the survey process, including hypothesis and problem formulation, study design, sampling, questionnaire design, interviewing techniques,

j.	**Current Prerequisites, if any:**

Prereq: EPE/EDP 557 or an equivalent course; an introductory statistics course.

*	Proposed Prerequisites, if any:

Prereq: EPE/EDP 557 or an equivalent course; an introductory statistics course.

k.	**Current Supplementary Teaching Component, if any:**	○ Community-Based Experience

		○ Service Learning ○ Both
	Proposed Supplementary Teaching Component:	○ Community-Based Experience ○ Service Learning ○ Both ◉ No Change

3.	Currently, is this course taught off campus?	○ Yes ◉ No
*	*Proposed to be taught off campus?*	◉ Yes ○ No
	If YES, enter the off campus address: online via Blackboard at elearning.uky.edu	

4.*	Are significant changes in content/student learning outcomes of the course being proposed?	○ Yes ◉ No
	If YES, explain and offer brief rationale:	

NA

5.	Course Relationship to Program(s).	
a.*	Are there other depts and/or pgms that could be affected by the proposed change?	○ Yes ◉ No
	If YES, identify the depts. and/or pgms:	

This course is taken by students from all departments in the College of Education. Students from other colleges on campus often take it as an elective, but to our knowledge is not required. It will however, support many departments in allowing a viable research methods option in an accessible platform for all students, part-time or full-time.

b.*	Will modifying this course result in a new requirement^Z for ANY program?	○ Yes ◉ No
	If YES^Z, list the program(s) here:	

NA

6.	Information to be Placed on Syllabus.	
a.	☐ Check box if changed to 400G or 500.	If changed to 400G- or 500-level course you must send in a syllabus and *you must include the differentiation* between undergraduate and graduate students by: (i) requiring additional assignments by the graduate stud and/or (ii) establishing different grading criteria in the course for graduate students. (See *SR 3.1.4.*)

Distance Learning Form

This form must accompany *every* submission of a new/change course form that requests distance learning delivery. This form may be required when changing a course already approved for l

All fields are required!

Introduction/Definition: For the purposes of the Commission on Colleges Southern Association of Colleges and Schools accreditation review, *distance learning* is defined as educational process in which the majority of the instruction (interaction between students and instructors and among students) in a course occurs when students and instruct not in the same place. Instruction may be synchronous or asynchronous. A distance learning (DL) course may employ correspondence study, or audio, video, or computer technologies.

A number of specific requirements are listed for DL courses. **The *department* proposing the change in delivery method is responsible for ensuring that the require below are satisfied at the individual course level.** It is the responsibility of the instructor to have read and understood the university-level assurances regarding an equi experience for students utilizing DL (available at http://www.uky.edu/USC/New/forms.htm).

Course Number and Prefix:	EPE - Edc. Policy Studies & Eval.	Date:	3/24/2014
Instructor Name:	Kelly Bradley	Instructor Email:	kdbrad2@uky.edu

Check the method below that best reflects how the majority of the course content will be delivered.

Internet/Web-based ☑   Interactive Video ☐   Hybrid ☐

Curriculum and Instruction

1. How does this course provide for timely and appropriate interaction between students and faculty and among students? Does the course syllabus conform to Univers Senate Syllabus Guidelines, specifically the Distance Learning Considerations?

EPE 619 - Survey Res Methods in EDU (SR) (see attached syllabus) conforms to all University of Kentucky Distance Learning Syllabus Guidelines and specifically includes information about virtual office hours,

2. How do you ensure that the experience for a DL student is comparable to that of a classroom-based student's experience? Aspects to explore: textbooks, course go: assessment of student learning outcomes, etc.

The course is designed to be delivered online, through asynchronous learning technology systems. The Distance Learning experience for students enrolled in this course is based on and will be comparable to classroom-based

3. How is the integrity of student work ensured? Please speak to aspects such as password-protected course portals, proctors for exams at interactive video sites; aca offense policy; etc.

This online course will use University of Kentucky technology that protects the integrity of student work. The course will not require the use of examination proctors or other support staff or interactive video. The

4. Will offering this course via DL result in at least 25% or at least 50%* (based on total credit hours required for completion) of a degree program being offered via a of DL, as defined above?

NO

Which percentage, and which program(s)?

NA

*As a general rule, if approval of a course for DL delivery results in 50% or more of a program being delivered through DL, the effective date of the course's DL deli be six months from the date of approval.

5. How are students taking the course via DL assured of equivalent access to student services, similar to that of a student taking the class in a traditional classroom se

All students in this online course have equal access to all student services at the University of Kentucky for which they qualify and those student services are similar to those available to individuals taking this class

Library and Learning Resources

6. How do course requirements ensure that students make appropriate use of learning resources?

In addition to purchasing required textbooks, selected readings will be available through the University of Kentucky Libraries online reserve system or posted on the course website. Additionally, the program will

7. Please explain specifically how access is provided to laboratories, facilities, and equipment appropriate to the course or program.

Access is provided via students' personal computer proxy access to online library resources (see syllabus).

Student Services

8. How are students informed of procedures for resolving technical complaints? Does the syllabus list the entities available to offer technical help with the delivery and/ receipt of the course, such as the Information Technology Customer Service Center (http://www.uky.edu/UKIT/)?

Students are informed of the availability of University of Kentucky services in the syllabus (CELT, Blackboard, Canvas) help desk UK IT Customer Service Center as described in the syllabus. Blackboard / Canvas instructors

9. Will the course be delivered via services available through the Distance Learning Program (DLP) and the Academic Technology Group (ATL)?

◉ Yes
○ No

If no, explain how students enrolled in DL courses are able to use the technology employed, as well as how students will be provided with assistance in using said technology.

Students will have access to the course content via Blackboard, supported by UKIT and CELT (the TASC successors), and the instructors website (when applicable).

10. Does the syllabus contain all the required components, below? ☑ Yes

- Instructor's *virtual* office hours, if any.
- The technological requirements for the course.
- Contact information for Distance Learning programs (http://www.uky.edu/DistanceLearning) and Information Technology Customer Service Center (http://www.uky.edu/UKIT/Help/; 859-218-HELP).
- Procedure for resolving technical complaints.
- Preferred method for reaching instructor, e.g. email, phone, text message.
- Maximum timeframe for responding to student communications.
- Language pertaining academic accommodations:
  - "If you have a documented disability that requires academic accommodations in this course, please make your request to the University Disability Res Center. The Center will require current disability documentation. When accommodations are approved, the Center will provide me with a Letter of Accommodation which details the recommended accommodations. Contact the Disability Resource Center, Jake Karnes, Director at 859-257-2754 or jkarnes@email.uky.edu."
- Specific dates of face-to-face or synchronous class meetings, if any.
- Information on Distance Learning Library Services (http://www.uky.edu/Libraries/DLLS)
  - Carla Cantagallo, DL Librarian
  - Local phone number: 859 257-0500, ext. 2171; long-distance phone number: (800) 828-0439 (option #6)
  - Email: dllservice@email.uky.edu
  - DL Interlibrary Loan Service: http://www.uky.edu/Libraries/libpage.php?lweb_id=253&llib_id=16

11. I, the instructor of record, have read and understood all of the university-level statements regarding DL.

Instructor Name:

Kelly Bradley

SYLLABUS

EPE 619: SURVEY RESEARCH METHODS IN EDUCATION

CONTACT INFORMATION
Kelly Bradley, Ph.D.

Office: 144 – A Taylor Education Building
Phone: 257 – 4923
Email: kdbrad2@uky.edu
Web page: http://www.uky.edu/~kdbrad2/
Office Hours: Tuesday/Thursday 12-1, in office and online; others by appointment

REQUIRED TEXT

Nardi, Peter M. (2006). Doing Survey Research: A Guide to Quantitative Methods, 2nd ed.

SUGGESTED TEXT

American Psychological Association. (2009). *Publication manual of the American Psychological Association* (6th ed.). Washington, DC: Author.

PREREQUISITE

EPE/EDP 557 or an introductory statistics course

DISTANCE LEARNING AND INFORMATION TECHNOLOGY

Contact information for Distance Learning programs (http://www.uky.edu/DistanceLearning) and Information Technology Customer Service Center (http://www.uky.edu/UKIT/Help/; 859-218-HELP).

DISTANCE LEARNING LIBRARY SERVICES

Distance Learning Library Services can be accessed at http://www.uky.edu/Libraries/DLLS. Carla Cantagallo is the current DL Librarian, and may be reached at: local phone number: 859 257-0500, ext. 2171; long-distance phone number: (800) 828-0439 (option #6); Email: dllservice@email.uky.edu. DL Interlibrary Loan Service: http://www.uky.edu/Libraries/libpage.php?lweb_id=253&llib_id=16

COURSE DESCRIPTION

This course covers applications and familiarizes participants with basic features of the design and implementation of surveys and acquaint them with principles and underlying theory from disciplines that traditionally use surveys. Major stages of the survey process, including hypothesis and problem formulation, study design, sampling, questionnaire design, interviewing techniques, pretesting, modes of data collection, data cleaning, management and analysis will be covered. Students are encouraged to bring materials related to their own research interests. Students will gain valuable computing skills via online software packages, via surveymonkey and statcrunch.

The course is structured so concepts and practical applications are the key. Students, whether in an online or in-class format, will be given opportunities to gain hands-on experience with software, review and critique real world examples, and create a survey instrument. In the long run, this course will build a

foundation for survey research methods and prepare students to be a consumer of this type of research and for conducting their own research in this area.

Survey Research is one of the most used forms of research in Social and Behavioral Research. Understanding this method will help students become a better consumer and researcher. It is my job, and my goal, to help you understand and be able to implement survey research tools in education and connected fields. It is assumed that you will participate in each class session, complete assessments, labs, and group meetings, ask for help if you have questions, and stay on task and up to date on readings.

LEARNING OUTCOMES

- Develop an understanding of survey research methods statistical concepts, terms and principles
- Learn how to collect, manage, and input survey data
- Learn how to analyze, interpret, and summarize survey data appropriately
- Critique conclusions produced by others in the survey literature
- Describe when and how to use a survey methods procedure
- Know how to apply survey research procedures to educational research and related fields
- Gain requisite knowledge necessary to learn more complex survey methods techniques

ONLINE MATERIALS

Materials (Lectures, Assessments, etc.) for this course will be posted on blackboard (http://elearning.uky.edu) and when applicable, the instructor's website (see www.uky.edu/~kdbrad2 for example). Additional course readings, materials, and/or handouts will be provided by the Instructor as needed. It is the student's responsibility to review and upcoming lecture and group materials and any other materials/readings to be prepared for a class meeting.

SOFTWARE

Online discussions will take place using Adobe Connect, face time meeting software, and skype. All interactive discussion platform links will be provided by instructor. SurveyMonkey, www.surveymonkey.com will be the primary software used to conduct and build surveys for the course. Other software may be used if pre-approved by instructor. This software is provided by the College of Education for the course. Students will also be asked to use a statistical software, statcrunch is recommended due to its online compatability. Statcrunch student version is available, http://www.statcrunch.com/. In addition, SPSS 20 will also be available to conduct analysis. Current students can download SPSS for their home computer or laptop by going to: http://download.uky.edu, entering their link blue id and username, search for SPSS, click on the link labeled "click here" for SPSS Windows to obtain the license information, and then once license codes come via e-mail you can download SPSS. Additional software may be used to demonstrate techniques as needed. Demo versions will be made available. These may include, Minitab, SAS, Excel, and R. In general, it is the student's responsibility to gain access to software outside of class to complete required assignments. Any student needing assistance or encountering problems should contact the instructor as soon as possible.

GRADES

Grades will be calculated based on a weighted average of grades on the exams and projects using the following criteria. Note that this is subject to change at the instructor's discretion.

Class Participation	5%
Topic Overview	5%
Literature Journal	10%
Survey Critique	20%
Peer Review	10%
Survey	30%
Methodology	20%

Course grades will be earned as follows:
This is subject to change at the instructor's discretion.
A: $90\% \leq$ Final Course % $\leq 100\%$
B: $80\% \leq$ Final Course % $< 90\%$
C: $70\% \leq$ Final Course % $< 80\%$
E: Final Course % $< 70\%$

Audit Credit: Students who enlisted for "audit" must attend at least 80% of the classes, participate in group work for the term, and complete course readings. Failure to do so will result in a denial of audit credit and be awarded a grade of W.

COURSE ASSIGNMENTS

Notes: [1]Detailed instructions will be provided prior to assignment. [2]Rubrics are available via the web page and blackboard (as applicable). [3]All work is due as indicated (you may submit electronically), and no late work will be accepted, unless pre-approved or under UK policy.

1. **Class Participation**: Complete weekly readings, journal activities, participate in class discussions.
2. **Topic Overview:** 2-3 paragraphs, 1-page maximum overview of your class topic. If revamping a previous survey, you must submit the original survey.
3. **Literature Journal:** An electronic report, based on at least 10 articles, related to your topic with descriptions of how each one relates to your topic. *Theoretical framework is critical in survey development.* Links or references provided for each article.
4. **Peer Review:** Complete the Survey rubric, along with comments, for a peer's survey.
5. **Survey Critique:** Complete a critique of the distributed survey using the posted rubric guidelines.
6. **Survey:** Complete a survey instrument on the topic of your choice (topic pre-approved).
7. **Methodology:** Construct a methodological framework for your survey (topic pre-approved) using the posted rubric guidelines.

COURSE POLICIES, PROCEDURES & OTHER DETAILS

❖ **Learning/Classroom Accommodations:** If you have a documented disability that requires academic accommodations, please contact me as soon as possible during scheduled office hours. In order to receive accommodations in this course, you must provide me with a Letter of Accommodation from the Disability Resource Center (Room 2, Alumni Gym, 257-2754, email address: jkarnes@email.uky.edu) for coordination of campus disability services available to students with disabilities.

❖ The course will be conducted with openness and respect to all individuals' points of view and experience. The activities and discussions will not tolerate discrimination or prejudice toward any person or group's religion, ethnicity, disability, gender, or sexual orientation.

❖ Per university policy, students shall not plagiarize, cheat, or falsify or misuse academic records. Students are expected to adhere to University policy on cheating and plagiarism in all courses. Plagiarism and cheating are serious breaches of academic conduct. Each student is advised to become familiar with the various forms of academic dishonesty as explained in the Code of Student Rights and Responsibilities. Complete information can be found at the following website: http://www.uky.edu/Ombud. Part II of *Student Rights and Responsibilities* (available online http://www.uky.edu/StudentAffairs/Code/part2.html) states that all academic work, written or otherwise, submitted by students to their instructors or other academic supervisors, is expected to be the result of their own thought, research, or self-expression. In cases where students feel unsure about the question of plagiarism involving their own work, they are obliged to consult their instructors on the matter before submission. Students are expected to be familiar with the University of Kentucky Code of Student Rights & Responsibilities which can be found at: http://www.uky.edu/StudentAffairs/Code/part1.html
http://www.uky.edu/StudentAffairs/Code/part2.html

❖ You are expected to engage in and complete all class work on-time, complete readings, and participate in all group activities and discussions.

❖ The instructor will communicate on a regular basis via e-mail, adobe connect, and in-person meetings. You will be expected to check your e-mail (and blackboard/website) for course related updates and information. If you need to communicate with the instructor, please use the title **Survey Methods** in the subject line of your e-mail.

TENTATIVE COURSE SCHEDULE

Note: The reading assignments are to be completed prior to the class meeting listed.

Day	Topic	Assigned Reading	Special Notes
Week 1	Welcome to Survey Research		
Week 2	Introduction to Survey Research		Turn in student info sheet
Week 3	Why Survey Research	Chapter 1	
Week 4	Finding Ideas to Research	Chapter 2	
Week 5	Survey Research Design	Chapter 3	**Topic Overview Due**
Week 6	Survey Construction	Chapter 4a	
Week 7	Survey Construction (continued)	Chapter 4b	**Literature Journal Due**
Week 8	Research Week – No Formal Class Meeting		
Week 9	**Introduction to Survey Monkey**	**Online and class presentations**	**Important Week**
Week 10	Sampling	Chapter 5	
Week 11	Descriptive Statistics	Chapter 6	**Survey Critique Due**
Week 12	Bivariate Data & Comparing Means	Chapter 7 & 8	
Week 13	Multiple Variables & Presenting Results	Chapter 9 & 10	**Peer Review & Survey Due**
Week 14	Thanksgiving – No Class Meeting		
Week 15	Open Lab Work Week		**Methodology Due (Dec 6th)**
Week 16	Questions and Answers		*Revisions, as needed*
Finals Week	As scheduled		

Tentative Course Schedule

Note: The reading assignments are to be completed prior to the class meeting listed.

Day	Topic	Assigned Reading	Special Notes
1 –	Classes begin on Wednesday		
2 – Sept 3	Welcome to Survey Research & Intro		Turn in student info sheet
3 – Sept 10	Why Survey Research	Chapter 1	
4 – Sept 17	Finding Ideas to Research	Chapter 2	
5 – Sept 24	Survey Research Design	Chapter 3	**Topic Overview Due**
6 – Oct 1	Survey Construction	Chapter 4a	
7 – Oct 8	Survey Construction (continued)	Chapter 4b	**Literature Journal Due**
8 – Oct 15	Research Week – No Formal Class Meeting		
9 – Oct 22	**Introduction to Survey Monkey**		**Important Day!!!**
10 – Oct 29	Sampling	Chapter 5	
11 – Nov 5	Descriptive Statistics	Chapter 6	**Survey Critique Due**
12 – Nov 12	Bivariate Data & Comparing Means	Chapter 7 & 8	
13 – Nov 19	Multiple Variables & Presenting Results	Chapter 9 & 10	**Peer Review & Survey Due**
14 – Nov 26	Thanksgiving – No Class Meeting		
15 – Dec 3	**Open Lab Work Week**		**Methodology Due (Dec 6th)**
16 – Dec 10	**Questions and Answers**		*Revisions, as needed*
Finals Week	December 16th – December 20th		

Grading

Class Participation	5%
Topic Overview	5%
Literature Journal	10%
Survey Critique	20%
Peer Review	10%
Survey	30%
Methodology	20%

Course Assignments

Notes: [1]Detailed instructions will be provided prior to assignment. [2]Rubrics are available via the web page. [3]All work is due as indicated (you may submit electronically), and no late work will be accepted, unless pre-approved or under UK policy.

1. **Class Participation:** Complete weekly readings, journal activities, and participate in class discussions.
2. **Topic Overview:** 2 – 3 paragraphs, 1-page maximum overview of your class topic. If revamping a previous survey, you must attach the original survey to this document.
3. **Literature Journal:** A binder with at least 10 articles related to your topic with descriptions of how each one relates to your topic. *Theoretical framework is critical in survey development.*
4. **Peer Review:** Complete the Survey rubric, along with comments, for a peer's survey.
5. **Survey Critique:** Complete a critique of the distributed survey using the posted rubric guidelines.
6. **Survey:** Complete a survey instrument on the topic of your choice (topic pre-approved).
7. **Methodology:** Construct a methodological framework for your survey (topic pre-approved) using the posted rubric guidelines.

Course grades will be earned as follows:
A: 90% and above; **B:** 80 – 89 %; **C:** 70 – 79%; **E:** 69% and below

EPE 619: SURVEY RESEARCH METHODS
CONTACT INFORMATION
Kelly Bradley, Ph.D.

Office: 144 – A Taylor Education Building
Phone: 257 – 4923
Email: kdbrad2@uky.edu
Web page: http://www.uky.edu/~kdbrad2/
Office Hours: Tuesday/Thursday 12-1 and by appointment
** I have an open office door policy… when my door is open, it is an invitation. **

MEETING INFORMATION
Tuesday, 9:30 – 12, 246 Taylor Education Building
(See detailed schedule below)

REQUIRED TEXT
Nardi, Peter M. (2006). <u>Doing Survey Research: A Guide to Quantitative Methods, 2nd ed</u>.

PREREQUISITE
EPE/EDP 557 or an introductory statistics course (see me with questions)

COURSE DESCRIPTION
The purpose of this course is to familiarize participants with basic features of the design and implementation of surveys and acquaint them with principles and underlying theory from disciplines that traditionally use surveys. Major stages of the survey process, including hypothesis and problem formulation, study design, sampling, questionnaire design, interviewing techniques, pretesting, modes of data collection, data cleaning, management and analysis will be covered. Students are encouraged to bring materials related to their own research interests.

Attendance and Participation
Prior to each course meeting, you are responsible for downloading materials for that day from the website, www.uky.edu/~kdbrad2 (locate current courses, select EPE 619). If you should have difficulty with this, please contact me prior to class. The course will be interactive in nature, with class discussions being a primary means of distributing information. You are expected to come to class, on time, complete reading assignments and participate in all activities, unless other arrangements have been pre-approved. Unexcused absences (see S.R. 5.2.4.2) will be reflected in the participation grade.

Submission of Assignments
All work is due as indicated in class. Work is due at the beginning of class (or as otherwise specified), and no late work will be accepted, besides in excused circumstances (pre-approved or UK policy).

Academic Honesty
University of Kentucky Code of Student Rights and Responsibilities defines academic offenses and details procedures for dealing with them. The Code can be viewed electronically on the University's web site: http://www.uky.edu/StudentAffairs/Code/part1.html. All students are expected to be familiar with the content of the Code of Student Rights and Responsibilities.

See website for additional information, including useful links.
EPE 619: SURVEY RESEARCH METHODS