Faculty Workload Survey (FWS) II

September 2011

FWS II Research Team

- Principal Investigator: Sandra Schneider,
  USF, FWS2 Task Force Chair

- Project Manager: David Wright,
  FDP, Executive Director

- Data Collection support from Survey Sciences Group, LLC
  - Scott Crawford, SSG Executive Director
  - Julie Moran, SSG Assistant Survey Manager
  - Brian Hempton, SSG Study Director

FWS II Purpose / Goal Refresher

- Purposes:
  - Assess
    - changes in burdens since FWS1
    - new burdens (e.g., ARRA)
  - Obtain more detailed information about specific burdens (e.g., IRB, IACUC)
- Goals:
  - To increase the likelihood of efficient and effective demonstration projects
  - Provide information to FDP, federal agencies, and universities to facilitate targeted reduction of administrative burden

Current Timeline

- Questionnaire Key Dates
  - Sept. 23, 2011 → Questionnaire Finalized
  - Sept. 30, 2011 → Web-based survey programming
  - Oct. 1-15, 2011→ Task Force Pilot Testing/Review
  - October 15-30, 2011 → Web-based survey finalized
- School Commitments with PI List Provided
  - **Oct. 14, 2011** → Deadline for commitment with time to be included in the sample design stage
  - **Nov. 4, 2011** → Working deadline for commitment to participate in the study

Current Timeline

- Sampling
  - Lists received by Oct. 14 will be used to determine final sample size and any stratifications necessary
  - Final sample selection (roughly 50-75% of all cases provided) will be completed in November

Data Collection Timeline

Date	Day of Week	Effort
Jan. 19-20, 2012	Thursday	Invitation Mailed
Jan. 23, 2012	Monday	Email Invitation Sent
Jan. 27, 2012	Friday	Email Reminder #1
Feb. 1, 2012	Wednesday	Email Reminder #2
Feb. 6, 2012	Monday	Mailed reminder
Feb. 14, 2012	Tuesday	Final Email Reminder

NOTE: Data Collection will close approx. March 1, 2012.

FWS School Guide

- A guide has been distributed (Sept. 13) to provide a clear set of instructions on how a school participates, including:

  – Guidance on internal requirements (IRB or other approvals)

  – Guidance on securing faculty list and how to submit it to SSG

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FWS IRB Process

- The IRB at the University of South Florida has reviewed and approved the study protocol
- The USF IRB does <u>not</u> require any involvement from any other IRB
  - Schools do not need local IRB given their limited involvement
  - Schools that choose to complete IRB review will be provided with supporting documents
  - FDP Admin reps need to be ready to serve as primary liaison to obtain university permission to participate
  - FDP Faculty reps need to be ready to help if called upon to assist in obtaining university permission

Faculty List Acquisition

- Providing your faculty list will secure your institution's participation

- Who should be in the list?

    - All University Personnel serving as Principal Investigators (PIs) on Federally Funded Research Projects (Grants and Contracts)

    - Active (including no cost extensions) grants and contracts during 2010-2011 Academic Year

    - No pass-through awards to state or other entities

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Faculty List Acquisition

- We are requesting
  - Required Items (Necessary to administer the study)
    - PI First and Last Name (separate fields)
    - Email
    - Mailing Address
  - Highly Recommended Items (For improved analysis and to assist in evaluating nonresponse bias)
    - Rank / Title
    - Department / Program
    - Gender / Ethnicity
  - Optional Items
    - Misc. other items to enhance contact information

FWS II Task Force

Task Force:
- Randy Brutkiewicz, Indiana University
- Don Denson, Emory University
- Kiri Ness, St. Jude Research Hospital
- Sara Rockwell, Yale University
- Joshua Rosenbloom, University of Kansas
- Sandra Schneider (Chair), University of South Florida
- Kelly Shaver, College of Charleston
- Jennifer Wisdom, Columbia University

Administrative Representatives:
- Ron Splittgerber, Colorado State University
- Pamela Webb, University of Minnesota

Targeted Input from:
- Research Compliance Subcommittee representatives
- Administrative Cost Working Group
- Other interested/expert representatives