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## NOTICE OF EXPEDITED APPROVAL

To: Laura Woodward  
Testing, Eval & Stud Life Res  
Testing, Evaluation And Resear

For  
From: Dr. Deborah Ellis or designee S. Millis, Ph.D / RC  
Chairperson, Behavioral Institutional Review Board (B3)

Date: January 08, 2019

RE: IRB #: 122918B3E  
Protocol Title: Program Evaluation Using NSSE and FSSE  
Funding Source: Unit: Testing, Eval & Stud Life Res  
Protocol #: 1812001940

Expiration Date: January 07, 2022

Risk Level / Category: Research not involving greater than minimal risk

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The above-referenced protocol and items listed below (if applicable) were **APPROVED** following *Expedited Review* Category (#7)\* by the Chairperson/designee for the Wayne State University Institutional Review Board (B3) for the period of 01/08/2019 through 01/07/2022. This approval does not replace any departmental or other approvals that may be required.

- Revised Protocol Summary Form (revision received in the IRB Office 01/04/2019)
- Research Protocol (received in the IRB Office 12/11/2018)
- Medical records are not being accessed therefore HIPAA does not apply
- A waiver of written documentation of consent has been granted according to 45CFR 46 117(c) and justification provided by the Principal Investigator in the Protocol Summary Form. This waiver satisfies: 1) risk is no more than minimal, 2) That the research involved no procedures for which written consent is normally required outside the research context 3) The consent process is appropriate, 4) An information sheet disclosing the required and appropriate additional elements of consent disclosure will be provided to participants.
- Research Information Sheet (revision dated 01/03/2019)
- Online Research Information Sheet – Student
- Online Research Information Sheet – Faculty
- Informational Email to Faculty
- Informational Email to Students
- Digital Flyers
- FSSE Emails
- NSSE Emails
- Data Collection Tools (5): (I) National Survey of Student Engagement, (II) Topical Module: Academic Advising, (III) Faculty Survey of Student Engagement, (IV) Topical Module: Development of Transferable Skills, and (V) Topical Module: Teaching Professional Development.
- Please note: This submission was reviewed under the IRB Administration Office Flexible Review and Oversight Policy, therefore the expiration date is 01/07/2022.

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\* Federal regulations require that all research be reviewed at least annually. You may receive a "Continuation Renewal Reminder" approximately two months prior to the expiration date; however, it is the Principal Investigator's responsibility to obtain review and continued approval **before** the

expiration date. Data collected during a period of lapsed approval is unapproved research and can never be reported or published as research data.

- ° All changes or amendments to the above-referenced protocol require review and approval by the IRB **BEFORE** implementation.
- ° Adverse Reactions/Unexpected Events (AR/UE) must be submitted on the appropriate form within the timeframe specified in the IRB Administration Office Policy (<http://www.irb.wayne.edu/policies-human-research.php>).

**NOTE:**

1. Upon notification of an impending regulatory site visit, hold notification, and/or external audit the IRB Administration Office must be contacted immediately.
2. Forms should be downloaded from the IRB website at each use.

\*Based on the Expedited Review List, revised November 1998

Notify the IRB of any changes to the funding status of the above-referenced protocol.

## Program Evaluation

### Research Information Sheet

Title of Study: Program Evaluation Using NSSE and FSSE

Principal Investigator (PI): Laura Woodward  
Testing, Evaluation and Research Services  
(313) 577-4878

Funding Source: Departmental

#### Purpose:

You are being asked to be in a research study of student engagement because you are a student or faculty member at the university. This study is being conducted at Wayne State University and nationally at other universities. The study is a project coordinated by the Center for Postsecondary Research at Indiana University Bloomington.

The information you provide will help identify areas of strength and improvement for the university, as well as lead to constructive discussions related to teaching, learning, and the quality of your students' educational experience.

#### Study Procedures

If you take part in the study, you will be asked to participate in an online survey designed to measure the extent to which students at your institution engage in educational practices empirically linked to high levels of learning and development.

- Participants will complete an online survey.
- Your participation in this study is voluntary and you may refuse to participate without penalty.
- The survey takes about 18-25 minutes to complete.

#### Benefits

As a participant in this research study, there be no direct benefit for you; however, information from this study may benefit other people now or in the future.

#### Risks

There are no known risks at this time to participation in this study.

#### Costs

There will be no costs to you for participation in this research study.

#### Compensation

You will not be paid for taking part in this study.

#### Confidentiality:

- You will be identified in the research records by a code name or number.
- Your school and the Center will make every effort to keep your responses confidential, although absolute confidentiality cannot be guaranteed. Personally identifying information (e.g., name or email address) will not be included in the data sent from the Center to your institution. No information associated with your name will ever be released publicly, but personally identifiable responses may be inspected by university and government organizations when required by law

Submission/Revision Date: 1/3/19

Protocol Version #: 1

Page 1 of 2

Form Date: 12/2018

## Program Evaluation

### **Voluntary Participation /Withdrawal:**

Taking part in this study is voluntary. You are free to not answer any questions or withdraw at any time. Your decision will not change any present or future relationships with Wayne State University or its affiliates

### **Questions**

If you have any questions about this study now or in the future, you may contact Laura Woodward or one of her research team members at the following phone number 313-577-4878. If you have questions or concerns about your rights as a research participant, the Chair of the Institutional Review Board can be contacted at (313) 577-1628. If you are unable to contact the research staff, or if you want to talk to someone other than the research staff, you may also call the Wayne State Research Subject Advocate at (313) 577-1628 to discuss problems, obtain information, or offer input.

### **Participation**

By completing the survey you are agreeing to participate in this study.

The data that you provide may be collected and used by [Center for Postsecondary Research at Indiana University Bloomington](#) as per its privacy agreement.

## **APPROVAL PERIOD**

JAN 08 2019

JAN 07 2022

**WAYNE STATE UNIVERSITY  
INSTITUTIONAL REVIEW BOARD**

Submission/Revision Date: 1/3/19  
Protocol Version #: 1

Page 2 of 2

Form Date: 12/2018

## WHAT THIS SURVEY IS ABOUT

You are invited to answer a series of questions about your college experiences by completing the National Survey of Student Engagement (NSSE). Information from this survey is used by faculty and administrators at your school to improve the undergraduate experience and by other higher education leaders and researchers.

After reading the information on this page, if you agree to take part in this survey, click the "Proceed to the Survey" button below.



## SURVEY PARTICIPANTS

Survey participants are primarily first-year and senior bachelor's degree-seeking students at your school as well as other colleges and universities.

## TAKING THE SURVEY

The survey asks you about your college experiences, how you spend your time, what you have gained from college, and your interactions with peers, faculty, and others. Filling out the questionnaire takes about 15 minutes. Your participation is completely voluntary. Declining participation or not completing the survey will not result in any penalty or loss of benefits.

## SURVEY PARTNERS

This survey is conducted in a partnership between your school and the Indiana University Center for Postsecondary Research. The Center will send your survey responses to your school for institutional assessment, improvement, and research.

## CONFIDENTIALITY

Your school and the Center will make every effort to keep your responses confidential, although absolute confidentiality cannot be guaranteed. Neither your college nor the Center will make any public release of information associated with your name while using survey results and related student records for the intended purpose (to improve the college experience and conduct research), but personally identifiable responses may be inspected by college and government organizations when required by law.

## FURTHER INFORMATION

If you have any questions at any time about the study or the procedures, you may contact the National Survey of Student Engagement at [www.nnsse.org](http://www.nnsse.org) or by calling 1-856-5624.

For questions about your rights as a research participant or to discuss problems, complaints, or concerns about a research study, or to obtain information or offer input, contact the Indiana University Human Subjects Office at 530 E. Kirkwood Avenue, Carmichael Center 203, Bloomington, IN 47406, by phone at 812-856-4242 or by email at [hsr@iu.edu](mailto:hsr@iu.edu).

**Proceed to the Survey**

I Decline to Participate

## APPROVAL PERIOD

JAN 08 2019

JAN 07 2022

**WAYNE STATE UNIVERSITY  
INSTITUTIONAL REVIEW BOARD**

IRB Approval Date: June 23, 2015 to June 22, 2017 | Study #0709006779

### WHAT THIS SURVEY IS ABOUT

We cordially invite you to participate in the 2014 Faculty Survey of Student Engagement (FSSE). The information you and other faculty members on your campus provide will help identify areas of strength and improvement, as well as lead to constructive discussions related to teaching, learning, and the quality of your students' educational experience.

After reading the information on this page, if you agree to take part in this survey, click the "Proceed to the Survey" button below.



### SURVEY PARTNERS

The Faculty Survey of Student Engagement is a project coordinated by the [Center for Postsecondary Research](#) at Indiana University Bloomington.

### TAKING THE SURVEY

The survey takes about 18-25 minutes to complete. It is designed to measure faculty expectations regarding the extent to which students at your institution engage in educational practices empirically linked to high levels of learning and development.

### CONFIDENTIALITY

Your responses will be confidential and anonymous to your institution. All reporting will be done in the aggregate to protect your privacy. At the end of the survey you can provide feedback about the nature of the questions and related topics that will help us improve the instrument.

Your participation in this study is voluntary and you may refuse to participate without penalty.

### FURTHER INFORMATION

If you have technical problems completing the survey, please email [help@fsse.org](mailto:help@fsse.org) or call 1-877-295-3064. If you have questions about the study, please contact [Thomas Nelson Lund](#) by email or by phone (812-856-5824).

If you feel you have not been treated according to the descriptions in this form or your rights as a participant in research have not been honored during the course of this project, you may contact the office for the Human Subjects Committee, Carmichael Center L03-533, E. Kirkwood Ave., Bloomington, IN 47405, 812-856-4242, or by email at [lrh\\_hsc@iu.edu](mailto:lrh_hsc@iu.edu).

**Proceed to the Survey**

## APPROVAL PERIOD

JAN 08 2019

JAN 07 2022

**WAYNE STATE UNIVERSITY  
INSTITUTIONAL REVIEW BOARD**



## Informational Email to Faculty

### Let your voice be heard and help improve WSU's student experience

Wayne State is committed to supporting student success at every level on their path to graduation, and is seeking feedback to better understand how well we are currently helping students and how we can continue to do so.

On March 26, all faculty will receive an email requesting their participation in the Faculty Survey of Student Engagement (FSSE). The survey will help WSU assess the effectiveness of teaching practices and how students perceive and interact with others on campus.

*"We've done a lot to create a culture of student success here on campus," said Monica Brockmeyer, Senior Associate Provost for Student Success. "This survey will help Wayne State identify its progress and continue to make improvements."*

The survey, which is voluntary and confidential, will take approximately 20 to 30 minutes and include mostly multiple choice questions. Faculty will have until April 23 to complete the survey, which will ask questions about experiences with students, teaching styles, support services and more.

FSSE, and the accompanying National Survey of Student Engagement (NSSE), will be conducted by WSU's Testing, Evaluation and Research Services. NSSE, which was designed to capture academic engagement experienced by freshmen and senior-level students, will be available to students from Feb. 14 – April 15. Faculty are asked to please encourage their students to participate by completing the survey. Higher participation rates improve the usefulness of reports shared with departments and colleges.

Survey results will be used to help WSU identify strengths and weaknesses and spark conversation about ways to further improve the quality of our student experience. Additional information about NSSE can be found online.

For more information about the survey, please contact *Laura Woodward* at [laurawoodward@wayne.edu](mailto:laurawoodward@wayne.edu).

The information sheet for this study is available at <https://testing.wayne.edu/nsse>.

**APPROVAL PERIOD**

JAN 08 2019

JAN 07 2022

**WAYNE STATE UNIVERSITY  
INSTITUTIONAL REVIEW BOARD**

## Informational Email to Students

### Let your voice be heard and help make WSU better

Wayne State is committed to supporting student success at every level on their path to graduation, and is seeking feedback to better understand how well we are currently helping students and how we can continue to do so.

On Feb. 14, select freshmen and senior-level students will receive an email requesting their participation in the National Survey of Student Engagement (NSSE). The survey will help WSU assess the effectiveness of teaching practices and how students perceive and interact with others on campus.

The survey, which is voluntary and confidential, will take approximately 20 to 30 minutes and include mostly multiple choice questions. Students will have until April 2 to complete the survey. NSSE will be conducted by WSU's Testing, Evaluation and Research Services.

NSSE is designed to capture the experience of students who are at the beginning of their educational experience as well as those nearing graduation. The survey will ask questions about students' experiences with faculty, academic advisors and support services, as well as their courses and study habits. NSSE will be followed by the Faculty Survey of Student Engagement (FSSE) in March.

In March, all faculty will be asked to complete the Faculty Survey of Student Engagement (FSSE), a similar survey designed to provide additional perspective. Survey results will be used to help WSU identify strengths and weaknesses and spark conversation about ways to further improve the quality of our student experience. Additional information about NSSE can be found online.

*"We've done a lot to create a culture of student success here on campus," said Monica Brockmeyer, Senior Associate Provost for Student Success. "This survey will help Wayne State identify its progress and continue to make improvements."*

For more information about the survey, please contact *Laura Woodward* at [laurawoodward@wayne.edu](mailto:laurawoodward@wayne.edu).

The information sheet for this study is available at <https://testing.wayne.edu/nsse>.

## APPROVAL PERIOD

JAN 08 2019

JAN 07 2022

WAYNE STATE UNIVERSITY  
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## Digital Fliers

These will be shared through WSU Marketing. These images will link to the informational email, then the information sheet.

- Digital signage on campus
- Today@Wayne (e.g. <https://i.wayne.edu/today/newsletter.php?newsletter=1785>) - Faculty/Staff newsletter
- Academica post
- GetInvolved newsletter - Student newsletter



## APPROVAL PERIOD

JAN 08 2019

JAN 07 2022

**WAYNE STATE UNIVERSITY  
INSTITUTIONAL REVIEW BOARD**

FSSE Emails.txt

Invitation - Preview

View : | inv | rem1 | rem2 | f.rem | Edit

To:[Instructional Staff Email Address]

From Email:fsse@fsse.org

From Name:Monica Brockmeyer

Subject:Assessing Student Engagement at Wayne State University

Dear [Name]:

A number of our students participated in a national survey that asked them about their college experience, how much time they spend studying, and the types of interactions they have with instructional staff. The results from the study are used in a variety of ways, including assessment, institutional improvement, and prompting discussion on teaching and learning initiatives.

In order to prepare for a discussion of the results, I invite you to complete the Faculty Survey of Student Engagement - a corresponding survey sent to members of our community who teach undergraduates at our institution, and administered through the Center for Postsecondary Research at Indiana University. This survey will take about 18-25 minutes to finish.

The survey is at: <https://fsse.org/{loginid}/{contact}>

The link above is unique to you. Please do not pass on this email to anyone else. For help logging into the survey or to find answers to a variety of other questions, please go to: <https://fsse.org/contact/{loginid}/{contact}>. More information about FSSE is at <http://www.fsse.indiana.edu>.

Your participation is voluntary, though I hope you will respond. Should you have any questions about this project and our interest in using the results, I encourage you to contact Laura Woodward at [af5826@wayne.edu](mailto:af5826@wayne.edu) or 313-577-4878.

Thank you very much for considering this important request. I expect that the information you and other instructional staff members provide will help identify areas of strength and improvement, as well as lead to constructive discussions related to teaching, learning, and the quality of our students' educational experience.

Sincerely,

Monica Brockmeyer  
Senior Associate Provost for Student Success

If you have problems accessing the survey posted above, please follow these instructions:

In your Web browser, type: [fsse.org](https://fsse.org)  
In the Login ID box, enter: {loginid}

**APPROVAL PERIOD**

JAN 08 2019

JAN 07 2022

**WAYNE STATE UNIVERSITY  
INSTITUTIONAL REVIEW BOARD**

FSSE Emails.txt

If you do not wish to participate or receive further notices about this survey, please click on the survey link above and select the button marked "I do not wish to participate."

Reminder 1 - Preview

View : | inv | rem1 | rem2 | f.rem |

To:[Instructional Staff Email Address]

From Email:fsse@fsse.org

From Name:Faculty Survey of Student Engagement

Subject:Wayne State Survey of Student Engagement

Dear [Name]:

You were recently sent an e-mail inviting you to respond to the Faculty Survey of Student Engagement - a questionnaire similar to one that many of your students completed. The information you and other instructional staff (faculty, instructors, graduate students who teach, etc.) provide will help identify areas of strength and improvement that we hope will lead to constructive discussions related to teaching, learning, and the quality of our students' educational experience.

The survey is at: <https://fsse.org/{loginid}/{contact}>

The link above is unique to you. Please do not pass on this email to anyone else. For help logging into the survey or to find answers to a variety of other questions, please go to: <https://fsse.org/contact/{loginid}/{contact}>. More information about FSSE is at <http://www.fsse.indiana.edu>.

Your participation is voluntary, though I hope you will respond. Should you have any questions about this project, and your institution's interest in using the results, I encourage you to contact Laura Woodward at [af5826@wayne.edu](mailto:af5826@wayne.edu) or 313-577-4878.

Thanks again for considering this request!

Sincerely,

Thomas F. Nelson Laird

Associate Professor and FSSE Principal Investigator  
Center for Postsecondary Research, Indiana University

If you have problems accessing the survey posted above, please follow these instructions:

In your Web browser, type: [fsse.org](https://fsse.org)  
In the Login ID box, enter: {loginid}

If you do not wish to participate or receive further notices about this survey, please click on the survey link above and select the button marked "I do not wish to participate."

FSSE Emails.txt

Reminder 2 - Preview

View : | inv | rem1 | rem2 | f.rem |

To:[Instructional Staff Email Address]

From Email:fsse@fsse.org

From Name:Faculty Survey of Student Engagement

Subject:Wayne State Feedback on Student Engagement

Dear [Name]:

There is still time for you to respond to the Faculty Survey of Student Engagement (FSSE) being administered at Wayne State University. FSSE closely parallels the NSSE questionnaire that many Wayne State students have taken, and we are very interested in seeing independent feedback from instructional staff (faculty, instructors, and/or graduate students who teach) for an instructive complement to the students' responses. We hope you will be able to provide your input.

The survey is at: <https://fsse.org/{loginid}/{contact}>

The link above is unique to you. Please do not pass on this email to anyone else. For help logging into the survey or to find answers to a variety of other questions, please go to: <https://fsse.org/contact/{loginid}/{contact}>. More information about FSSE is at <http://www.fsse.indiana.edu>.

If you have any questions about this project at Wayne State University or how we plan to use the results, I encourage you to contact Laura Woodward at [af5826@wayne.edu](mailto:af5826@wayne.edu) or 313-577-4878.

Thanks again for considering this request!

Sincerely,

Thomas F. Nelson Laird  
Associate Professor and FSSE Principal Investigator  
Center for Postsecondary Research, Indiana University

If you have problems accessing the survey posted above, please follow these instructions:

In your Web browser, type: [fsse.org](https://fsse.org)  
In the Login ID box, enter: {loginid}

If you do not wish to participate or receive further notices about this survey, please click on the survey link above and select the button marked "I do not wish to participate."

For questions or concerns, please contact FSSE staff.  
Privacy Notice.

FSSE Emails.txt

Final Reminder - Preview

View : | inv | rem1 | rem2 | f.rem |

To:[Instructional Staff Email Address]

From Email:fsse@fsse.org

From Name:Faculty Survey of Student Engagement

Subject:Last chance to give Wayne State your feedback

Dear [Name]:

Over the past month or so, you have received a few emails requesting that you complete the Faculty Survey of Student Engagement. I hope you will be able to participate. This is the last message you will receive about the study.

The survey is at: <https://fsse.org/{loginid}/{contact}>

The link above is unique to you. Please do not pass on this email to anyone else. For help logging into the survey or to find answers to a variety of other questions, please go to: <https://fsse.org/contact/{loginid}/{contact}>. More information about FSSE is at <http://www.fsse.iub.edu>.

This online survey parallels a national survey recently administered to students at four-year institutions. The results from the study are used in a variety of ways, including assessment, institutional improvement, and prompting discussion on teaching and learning initiatives.

Please complete the survey as soon as possible. Your help is essential to the success of this important national initiative. I also want you to know that your participation is voluntary, though I hope you will respond.

Thank you again for your consideration.

Sincerely,

Thomas F. Nelson Laird

Associate Professor and FSSE Principal Investigator

Center for Postsecondary Research, Indiana University

If you have problems accessing the survey posted above, please follow these instructions:

In your Web browser, type: [fsse.org](https://fsse.org)

In the Login ID box, enter: {loginid}

If you do not wish to participate or receive further notices about this survey, please click on the survey link above and select the button marked "I do not wish to participate."

Invitation - Preview

View : | inv | rem1 | rem2 | rem3 | f.rem |  
To:[Student Email Address]  
From Email:nsse@nsseurvey.org  
From Name:Monica Brockmeyer  
Subject:Please help Wayne State by completing NSSE  
Hi, [Name]:

At Wayne State University we want our students to have the best educational experience possible, and the National Survey of Student Engagement (NSSE) helps by providing vital information about activities in and out of the classroom. Your participation is critical, so I hope you will complete NSSE—an opportunity only available to first-year and senior students periodically. It won't take long and you can do it on your phone.

Click the link below to start NSSE:  
<https://nsseurvey.org/{loginid}/{contact}>

For help with logging into the survey or to find answers to a variety of other questions, please go to: <https://nsseurvey.org/contact/{loginid}/{contact}>. More information about NSSE is at [nsse.indiana.edu](http://nsse.indiana.edu). If you have other questions, please contact Laura Woodward at [af5826@wayne.edu](mailto:af5826@wayne.edu) or 313-577-4878.

Thank you in advance for taking a few moments to reflect on your experiences and help us strengthen Wayne State University!

Sincerely,

Monica Brockmeyer, PhD  
Senior Associate Provost for Student Success

If you have problems accessing the survey above, please follow these instructions:

In your Web browser, type: [nsseurvey.org](http://nsseurvey.org)  
In the Login ID box, enter: [Loginid]

If you prefer to contact us by email, please send messages to [help@nsseurvey.org](mailto:help@nsseurvey.org).

If you do not wish to participate in this study, please click on the survey link and select the button marked "I do not wish to participate."

For questions or concerns, please contact NSSE staff.  
Privacy Notice.

Reminder 1 - Preview

View : | inv | rem1 | rem2 | rem3 | f.rem |  
To:[Student Email Address]  
From Email:nsse@nsseurvey.org

NSSE Emails.txt

From Name:Laura Woodward  
Subject:Please take the time to help Wayne State  
[Name]:

Have you heard about the National Survey of Student Engagement (NSSE)? Wayne State University participates in the NSSE only periodically. Other students have already taken a few minutes to complete the survey, but we haven't yet heard from you. Your response is important and we want to make good use of it so that all current and future students can benefit. It won't take long and you can do it on your phone.

Click the link below to start the survey:  
<https://nsseurvey.org/{loginid}/{contact}>

For help with logging into the survey or to find answers to a variety of other questions, please go to: <https://nsseurvey.org/contact/{loginid}/{contact}>. More information about NSSE is at [nsse.indiana.edu](http://nsse.indiana.edu). If you have other questions, please contact Laura Woodward at [af5826@wayne.edu](mailto:af5826@wayne.edu) or 313-577-4878.

Thank you in advance for taking the time to make Wayne State University the best it can be!

Sincerely,

Monica Brockmeyer, PhD  
Senior Associate Provost for Student Success

If you have problems accessing the survey above, please follow these instructions:

In your Web browser, type: [nsseurvey.org](http://nsseurvey.org)  
In the Login ID box, enter: [Loginid]

If you prefer to contact us by email, please send messages to [help@nsseurvey.org](mailto:help@nsseurvey.org).

If you do not wish to participate in this study, please click on the survey link and select the button marked "I do not wish to participate."

For questions or concerns, please contact NSSE staff.  
Privacy Notice.

Reminder 2 - Preview  
View : | inv | rem1 | rem2 | rem3 | f.rem |  
To:[Student Email Address]  
From Email:[nsse@nsseurvey.org](mailto:nsse@nsseurvey.org)  
From Name:Laura Woodward  
Subject:Please help Wayne State by completing NSSE  
Hi, [Name]:

NSSE Emails.txt

I am writing again to ask you to please take a few minutes to tell us about your experiences at Wayne State by completing the National Survey of Student Engagement (NSSE). We participate in the NSSE only periodically, so your response at this time is important.

Click the link below to start the survey:  
<https://nsse-survey.org/{loginid}/{contact}>

For help with logging into the survey or to find answers to a variety of other questions, please go to: <https://nsse-survey.org/contact/{loginid}/{contact}>. More information about NSSE is at [nsse.indiana.edu](http://nsse.indiana.edu). If you have other questions, please contact Laura Woodward at [af5826@wayne.edu](mailto:af5826@wayne.edu) or 313-577-4878.

Thank you in advance for taking the time to help Wayne State University!

Sincerely,

Monica Brockmeyer, PhD  
Senior Associate Provost for Student Success

If you have problems accessing the survey above, please follow these instructions:

In your Web browser, type: [nsse-survey.org](http://nsse-survey.org)  
In the Login ID box, enter: [Loginid]

If you prefer to contact us by email, please send messages to [help@nsse-survey.org](mailto:help@nsse-survey.org).

If you do not wish to participate in this study, please click on the survey link and select the button marked "I do not wish to participate."

For questions or concerns, please contact NSSE staff.  
Privacy Notice.

Reminder 3 - Preview

View : | inv | rem1 | rem2 | rem3 | f.rem |  
To:[Student Email Address]  
From Email:[nsse@nsse-survey.org](mailto:nsse@nsse-survey.org)  
From Name:Laura Woodward  
Subject:Can you please help Wayne State?  
[Name]:

Wayne State University depends on feedback from students like you. That is why I'm sending you this reminder to complete the National Survey of Student Engagement (NSSE). Survey experts created the NSSE to collect key information about your college experience that will help us make Wayne State University the best it can be. The survey is conveniently designed for mobile devices as well as desktop computers for smooth and easy completion.



NSSE Emails.txt

Click the link below to start the survey:  
<https://nsse-survey.org/{loginid}/{contact}>

For help with logging into the survey or to find answers to a variety of other questions, please go to: <https://nsse-survey.org/contact/{loginid}/{contact}>. If you have other questions, please contact Laura Woodward at [af5826@wayne.edu](mailto:af5826@wayne.edu) or 313-577-4878.

Thank you in advance for taking the time to help Wayne State University!

Sincerely,

Monica Brockmeyer, PhD  
Senior Associate Provost for Student Success

Reminder 4 - Preview

To:[Student Email Address]  
From Email:nsse@nsse-survey.org  
From Name:Laura Woodward  
Subject:[Name], please help Wayne State by completing NSSE  
Hi, [Name]:

Before this opportunity passes, I want to make another plea for your participation in the National Survey of Student Engagement (NSSE), which asks questions about your college experience and helps us improve the education we provide at Wayne State University. It won't take long and you can do it on your phone.

Click the link below to start the survey:  
<https://nsse-survey.org/{loginid}/{contact}>

The success of this important initiative depends on students like you, and I hope you will complete the survey as soon as possible. For help with logging into the survey or to find answers to a variety of other questions, please go to: <https://nsse-survey.org/contact/{loginid}/{contact}>. If you have other questions, please contact Laura Woodward at [af5826@wayne.edu](mailto:af5826@wayne.edu) or 313-577-4878.

With gratitude,

Monica Brockmeyer, PhD  
Senior Associate Provost for Student Success

*This is a facsimile of the NSSE survey (available at [nsse.iub.edu/links/surveys](http://nsse.iub.edu/links/surveys)).  
The survey itself is administered online.*

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**1. During the current school year, about how often have you done the following?**

*Response options: Very often, Often, Sometimes, Never*

- a. Asked questions or contributed to course discussions in other ways
- b. Prepared two or more drafts of a paper or assignment before turning it in
- c. Come to class without completing readings or assignments
- d. Attended an art exhibit, play, or other arts performance (dance, music, etc.)
- e. Asked another student to help you understand course material
- f. Explained course material to one or more students
- g. Prepared for exams by discussing or working through course material with other students
- h. Worked with other students on course projects or assignments
- i. Given a course presentation

**2. During the current school year, about how often have you done the following?**

*Response options: Very often, Often, Sometimes, Never*

- a. Combined ideas from different courses when completing assignments
- b. Connected your learning to societal problems or issues
- c. Included diverse perspectives (political, religious, racial/ethnic, gender, etc.) in course discussions or assignments
- d. Examined the strengths and weaknesses of your own views on a topic or issue
- e. Tried to better understand someone else's views by imagining how an issue looks from their perspective
- f. Learned something that changed the way you understand an issue or concept
- g. Connected ideas from your courses to your prior experiences and knowledge

**3. During the current school year, about how often have you done the following?**

*Response options: Very often, Often, Sometimes, Never*

- a. Talked about career plans with a faculty member
- b. Worked with a faculty member on activities other than coursework (committees, student groups, etc.)
- c. Discussed course topics, ideas, or concepts with a faculty member outside of class
- d. Discussed your academic performance with a faculty member

**4. During the current school year, how much has your coursework emphasized the following?**

*Response options: Very much, Quite a bit, Some, Very little*

- a. Memorizing course material
- b. Applying facts, theories, or methods to practical problems or new situations
- c. Analyzing an idea, experience, or line of reasoning in depth by examining its parts
- d. Evaluating a point of view, decision, or information source
- e. Forming a new idea or understanding from various pieces of information

**5. During the current school year, to what extent have your instructors done the following?**

*Response options: Very much, Quite a bit, Some, Very little*

- a. Clearly explained course goals and requirements
- b. Taught course sessions in an organized way
- c. Used examples or illustrations to explain difficult points
- d. Provided feedback on a draft or work in progress
- e. Provided prompt and detailed feedback on tests or completed assignments

**6. During the current school year, about how often have you done the following?**

*Response options: Very often, Often, Sometimes, Never*

- a. Reached conclusions based on your own analysis of numerical information (numbers, graphs, statistics, etc.)
- b. Used numerical information to examine a real-world problem or issue (unemployment, climate change, public health, etc.)
- c. Evaluated what others have concluded from numerical information

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## National Survey of Student Engagement

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**7. During the current school year, about how many papers, reports, or other writing tasks of the following lengths have you been assigned? (Include those not yet completed.)**

*Response options: None, 1-2, 3-5, 6-10, 11-15, 16-20, More than 20 papers*

- a. Up to 5 pages
- b. Between 6 and 10 pages
- c. 11 pages or more

**8. During the current school year, about how often have you had discussions with people from the following groups?**

*Response options: Very often, Often, Sometimes, Never*

- a. People of a race or ethnicity other than your own
- b. People from an economic background other than your own
- c. People with religious beliefs other than your own
- d. People with political views other than your own

**9. During the current school year, about how often have you done the following?**

*Response options: Very often, Often, Sometimes, Never*

- a. Identified key information from reading assignments
- b. Reviewed your notes after class
- c. Summarized what you learned in class or from course materials

**10. During the current school year, to what extent have your courses challenged you to do your best work?**

*Response options: 1=Not at all to 7=Very much*

**11. Which of the following have you done or do you plan to do before you graduate?**

*Response options: Done or in progress, Plan to do, Do not plan to do, Have not decided*

- a. Participate in an internship, co op, field experience, student teaching, or clinical placement
- b. Hold a formal leadership role in a student organization or group
- c. Participate in a learning community or some other formal program where groups of students take two or more classes together
- d. Participate in a study abroad program
- e. Work with a faculty member on a research project
- f. Complete a culminating senior experience (capstone course, senior project or thesis, comprehensive exam, portfolio, etc.)

**12. About how many of your courses at this institution have included a community-based project (service-learning)?**

*Response options: All, Most, Some, None*

**13. Indicate the quality of your interactions with the following people at your institution.**

*Response options: 1=Poor to 7=Excellent, Not Applicable*

- a. Students
- b. Academic advisors
- c. Faculty
- d. Student services staff (career services, student activities, housing, etc.)
- e. Other administrative staff and offices (registrar, financial aid, etc.)

**14. How much does your institution emphasize the following?**

*Response options: Very much, Quite a bit, Some, Very little*

- a. Spending significant amounts of time studying and on academic work
- b. Providing support to help students succeed academically
- c. Using learning support services (tutoring services, writing center, etc.)
- d. Encouraging contact among students from different backgrounds (social, racial/ethnic, religious, etc.)
- e. Providing opportunities to be involved socially
- f. Providing support for your overall well-being (recreation, health care, counseling, etc.)
- g. Helping you manage your non-academic responsibilities (work, family, etc.)
- h. Attending campus activities and events (performing arts, athletic events, etc.)
- i. Attending events that address important social, economic, or political issues

## National Survey of Student Engagement

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**15. About how many hours do you spend in a typical 7-day week doing the following?**

*Response options: 0, 1-5, 6-10, 11-15, 16-20, 21-25, 26-30, More than 30 (Hours per week)*

- a. Preparing for class (studying, reading, writing, doing homework or lab work, analyzing data, rehearsing, and other academic activities)
- b. Participating in co-curricular activities (organizations, campus publications, student government, fraternity or sorority, intercollegiate or intramural sports, etc.)
- c. Working for pay on campus
- d. Working for pay off campus
- e. Doing community service or volunteer work
- f. Relaxing and socializing (time with friends, video games, TV or videos, keeping up with friends online, etc.)
- g. Providing care for dependents (children, parents, etc.)
- h. Commuting to campus (driving, walking, etc.)

**16. Of the time you spend preparing for class in a typical 7-day week, about how much is on *assigned reading*?**

*Response options: Very little, Some, About half, Most, Almost all*

**17. How much has your experience at this institution contributed to your knowledge, skills, and personal development in the following areas?**

*Response options: Very much, Quite a bit, Some, Very little*

- a. Writing clearly and effectively
- b. Speaking clearly and effectively
- c. Thinking critically and analytically
- d. Analyzing numerical and statistical information
- e. Acquiring job- or work-related knowledge and skills
- f. Working effectively with others
- g. Developing or clarifying a personal code of values and ethics
- h. Understanding people of other backgrounds (economic, racial/ethnic, political, religious, nationality, etc.)
- i. Solving complex real-world problems
- j. Being an informed and active citizen

**18. How would you evaluate your entire educational experience at this institution?**

*Response options: Excellent, Good, Fair, Poor*

**19. If you could start over again, would you go to the *same institution* you are now attending?**

*Response options: Definitely yes, Probably yes, Probably no, Definitely no*

**20. Do you intend to return to this institution next year? (Only non-seniors receive this question)**

*Response options: Yes, No, Not sure*

**21a. How many majors do you plan to complete? (Do not count minors.)**

*Response options: One, More than one*

**21b. [If answered "One"] Please enter your major or expected major: [Text box]**

**21c. [If answered "More than one"] Please enter up to two majors or expected majors (do not enter minors): [Text box]**

**22. What is your class level?**

*Response options: Freshman/first-year, Sophomore, Junior, Senior, Unclassified*

**23. Thinking about this current academic term, are you a full-time student?**

*Response options: Yes, No*

**24a. How many courses are you taking for credit this current academic term?**

*Response options: 0, 1, 2, 3, 4, 5, 6, 7 or more*

**24b. Of these, how many are *entirely online*?**

*Response options: 0, 1, 2, 3, 4, 5, 6, 7 or more*

## National Survey of Student Engagement

**25. What have most of your grades been up to now at this institution?**

*Response options: A, A-, B+, B, B-, C+, C, C- or lower*

**26. Did you begin college at this institution or elsewhere?**

*Response options: Started here, Started elsewhere*

**27. Since graduating from high school, which of the following types of schools have you attended *other than* the one you are now attending? (Select all that apply.)**

*Response options: Vocational or technical school, Community or junior college, 4 year college or university other than this one, None, Other*

**28. What is the highest level of education you ever expect to complete?**

*Response options: Some college but less than a bachelor's degree, Bachelor's degree (B.A., B.S., etc.), Master's degree (M.A., M.S., etc.), Doctoral or professional degree (Ph.D., J.D., M.D., etc.)*

**29. What is the highest level of education completed by either of your parents (or those who raised you)?**

*Response options: Did not finish high school, High school diploma or G.E.D., Attended college but did not complete degree, Associate's degree (A.A., A.S., etc.), Bachelor's degree (B.A., B.S., etc.), Master's degree (M.A., M.S., etc.), Doctoral or professional degree (Ph.D., J.D., M.D., etc.)*

**30. What is your gender identity?**

*Response options: Man, Woman; Another gender identity, please specify: \_\_; I prefer not to respond*

**31. Enter your year of birth (e.g., 1994):**

**32a. Are you an international student?**

*Response options: Yes, No*

**32b. [If answered "yes"] What is your country of citizenship?**

**33. What is your racial or ethnic identification? (Select all that apply.)**

*Response options: American Indian or Alaska Native, Asian, Black or African American, Hispanic or Latino, Native Hawaiian or Other Pacific Islander, White, Other, I prefer not to respond*

**34. Are you a member of a social fraternity or sorority?**

*Response options: Yes, No*

**35. Which of the following best describes where you are living while attending college?**

*Response options: Campus housing (other than a fraternity or sorority house), Fraternity or sorority house, House, apartment, or other residence within walking distance to campus, House, apartment, or other residence farther than walking distance to campus, Not applicable: No campus, entirely online program, etc., Not applicable: Homeless or in transition*

**36a. Are you a student-athlete on a team sponsored by your institution's athletics department?**

*Response options: Yes, No*

**36b. [If answered "yes"] On what team(s) sponsored by your institution's athletics department are you an athlete? (Select all that apply.)**

**37. Are you a current or former member of the U.S. Armed Forces, Reserves, or National Guard?**

*Response options: Yes, No*

**38a. Have you been diagnosed with any disability or impairment?**

*Response options: Yes, No, I prefer not to respond*

**38b. [If answered "yes"] Which of the following has been diagnosed? (Select all that apply.)**

*Response options: A sensory impairment (vision or hearing), A mobility impairment, A learning disability (e.g., ADHD, dyslexia), A mental health disorder, A disability or impairment not listed above*

**39. Which of the following best describes your sexual orientation?**

*Response options: Straight (heterosexual); Bisexual; Gay; Lesbian; Queer; Questioning or unsure; Another sexual orientation, please specify: \_\_; I prefer not to respond*

**40. Prompt for Open-Ended Comments (Institutions select one of four questions for the end of the NSSE questionnaire.)**

- If you have any additional comments or feedback that you'd like to share on the quality of your educational experience, please enter them below.
- What has been most satisfying about your experience so far at this institution, and what has been most disappointing?
- Please describe the most significant learning experience you have had so far at this institution.
- What one change would you most like to see implemented that would improve the educational experience at this institution, and what one thing should not be changed?

## Topical Module: Academic Advising

*This module examines students' experiences with academic advising, including frequency, accessibility, and types of information provided. It also asks students to identify their primary source of advice. The module complements a question on the core survey about the quality of students' interactions with academic advisors. (Similar FSSE set available.)*

1. During the current school year, about how many times have you and an academic advisor discussed your academic interests, course selections, or academic performance?

0	1	2	3	4	5	6 or more
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

2. During the current school year, to what extent have your academic advisors done the following?

	Very Much	Quite a bit	Some	Very little	Not applicable
a. Been available when needed	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
b. Listened closely to your concerns and questions	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
c. Informed you of important deadlines	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
d. Helped you understand academic rules and policies	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
e. Informed you of academic support options (tutoring, study groups, help with writing, etc.)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
f. Provided useful information about courses	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
g. Helped you when you had academic difficulties	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
h. Helped you get information on special opportunities (study abroad, internships, research projects, etc.)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
i. Discussed your career interests and post-graduation plans	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

3. During the current school year, how often have your academic advisors reached out to you about your academic progress or performance?

Very often	Often	Sometimes	Never
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

4. During the current school year, which of the following has been your primary source of advice regarding your academic plans? [Select one]

- Academic advisor(s) assigned to you
- Academic advisor(s) available to any student
- Faculty or staff not formally assigned as an advisor
- Online advising system (degree progress report, etc.)
- Website, catalog, or other published sources
- Friends or other students
- Family members
- Other, please specify: \_\_\_\_\_
- I did not seek academic advice this year

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## Faculty Survey of Student Engagement

*This is a facsimile of the FSSE survey (available at [fsse.indiana.edu](http://fsse.indiana.edu)).  
The survey itself is administered online.*

1. How important is it to you that undergraduates at your institution do the following before they graduate?  
*Response options: Very important, Important, Somewhat important, Not important*
  - a. Participate in an internship, co-op, field experience, student teaching, or clinical placement
  - b. Hold a formal leadership role in a student organization or group
  - c. Participate in a learning community or some other formal program where groups of students take two or more classes together
  - d. Participate in a study abroad program
  - e. Work with a faculty member on a research project
  - f. Complete a culminating senior experience (capstone course, senior project or thesis, comprehensive exam, portfolio, etc.)
  - g. Participate in a community-based project (service-learning) as part of a course
  
2. How important is it to you that your institution *increase* its emphasis on each of the following?  
*Response options: Very important, Important, Somewhat important, Not important*
  - a. Students spending significant amounts of time studying and on academic work
  - b. Providing support to help students succeed academically
  - c. Students using learning support services (tutoring services, writing center, etc.)
  - d. Encouraging contact among students from different backgrounds (social, racial/ethnic, religious, etc.)
  - e. Providing opportunities for students to be involved socially
  - f. Providing support for students' overall well-being (recreation, health care, counseling, etc.)
  - g. Helping students manage their non-academic responsibilities (work, family, etc.)
  - h. Students attending campus activities and events (performing arts, athletic events, etc.)
  - i. Students attending events that address important social, economic, or political issues
  
3. Indicate your perception of the quality of student interactions with the following people at your institution.  
*Response options: 1=Poor to 7=Excellent*
  - a. Other students
  - b. Academic advisors
  - c. Faculty
  - d. Student services staff (career services, student activities, housing, etc.)
  - e. Other administrative staff and offices (registrar, financial aid, etc.)
  
4. In a typical 7-day week, about how many hours do you spend on each of the following?  
*Response options: 0, 1-4, 5-8, 9-12, 13-16, 17-20, 21-30, More than 30 hours*
  - a. Teaching activities (preparing, teaching class sessions, grading, meeting with students outside of class, etc.)
  - b. Advising students
  - c. Research, creative, or scholarly activities
  - d. Service activities (committee work, administrative duties, etc.)
  
5. In a typical 7-day week, about how many hours do you spend on each of the following teaching-related activities?  
*Response options: 0, 1-4, 5-8, 9-12, 13-16, 17-20, More than 20 hours*
  - a. Preparing class sessions
  - b. Teaching class sessions
  - c. Grading assignments and exams
  - d. Meeting with students outside of class
  - e. Course administration (emailing students, maintaining course website, etc.)
  - f. Working to improve your teaching (self-reflection, meeting with teaching consultants, attending teaching workshops, conducting research on your own courses, etc.)
  
6. In a typical 7-day week, do you participate in the following activities?  
*Response options: Yes, No*
  - a. Working with undergraduates on research
  - b. Supervising undergraduate internships or other field experiences
  
7. During the current school year, have you taught an undergraduate course?  
*Response options: Yes, No*  
*If No, respondent skips to #11, and then to #31.*
  
8. During the current school year, about how often have you done each of the following with the undergraduate students you teach or advise?  
*Response options: Very often, Often, Sometimes, Never*
  - a. Talked about their career plans
  - b. Worked on activities other than coursework (committees, student groups, etc.)
  - c. Discussed course topics, ideas, or concepts outside of class
  - d. Discussed their academic performance
  
9. About how many of your undergraduate courses at this institution have included a community-based project (service-learning)?  
*Response options: All, Most, Some, None*

## Faculty Survey of Student Engagement

10. In your undergraduate courses, to what extent do you do the following?

*Response options: Very much, Quite a bit, Some, Very little*

- Clearly explain course goals and requirements
- Teach course sessions in an organized way
- Use examples or illustrations to explain difficult points
- Use a variety of teaching techniques to accommodate diversity in student learning styles
- Review and summarize material for students
- Provide standards for satisfactory completion of assignments (rubrics, detailed outlines, etc.)
- Provide feedback to students on drafts or works in progress
- Provide prompt and detailed feedback on tests or completed assignments

11. What is the general academic discipline of your appointment?  
[Write-in]

Please answer the following questions based on *one particular* undergraduate course section you are teaching or have taught during the current school year.

12a. Is your selected course section in the same academic discipline as your appointment?

*Response options: Yes, No*

12b. [If answered "No"] What is the general academic discipline of your selected course section?  
[Write-in]

13. What is the class level of most students in your selected course section?

*Response options: Lower division (mostly first-year students or sophomores); Upper division (mostly juniors or seniors); Other, please describe: \_\_\_\_\_*

14. Estimate the total number of students in your selected course section.

*Response options: 20 or fewer, 21-30, 31-40, 41-50, 51-100, More than 100*

15. Does your selected course section fulfill a general education requirement on your campus?

*Response options: Yes, No*

16. In what format do you teach your selected course section?

*Response options: Classroom instruction on-campus; Classroom instruction at an auxiliary location (satellite campus, rented facility, etc.); Distance education (online, live or pre-recorded video or audio, correspondence, etc.); Combination of classroom instruction and distance education*

17. In an average 7-day week, about how many hours do you expect the typical student to spend preparing for your selected course section (studying, reading, writing, doing homework or lab work, analyzing data, rehearsing, and other academic activities)?

*Response options: 0, 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, More than 10 hours*

18. In an average 7-day week, about how many hours do you think the typical student *actually* spends preparing for your selected course section (studying, reading, writing, doing homework or lab work, analyzing data, rehearsing, and other academic activities)?

*Response options: 0, 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, More than 10 hours*

19a. In an average 7-day week, of the time students spend preparing for your selected course section, about how many hours do you expect students to spend on assigned reading?

*Response options: 0, 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, More than 10 hours*

19b. [If answered greater than 0] About how much of the assigned reading in your selected course section do you think the typical student completes?

*Response options: All, Most, Some, None*

20. In an average 7-day week, about how many hours do you think the typical student in your selected course section spends doing each of the following?

*Response options: 0, 1-5, 6-10, 11-15, 16-20, 21-25, 26-30, More than 30 hours*

- Preparing for class (studying, reading, writing, doing homework or lab work, analyzing data, rehearsing, and other academic activities)
- Participating in co-curricular activities (organizations, campus publications, student government, fraternity or sorority, intercollegiate or intramural sports, etc.)
- Working for pay on campus
- Working for pay off campus
- Doing community service or volunteer work
- Relaxing and socializing (time with friends, video games, TV or videos, keeping up with friends online, etc.)
- Providing care for dependents (children, parents, etc.)
- Commuting to campus (driving, walking, etc.)

21. In your selected course section, to what extent do you think the typical student does their best work?

*Response options: Very much, Quite a bit, Some, Very little*

22. In your selected course section, how important is it to you that the typical student do the following?

*Response options: Very important, Important, Somewhat important, Not important*

- Ask questions or contribute to course discussions in other ways
- Prepare two or more drafts of a paper or assignment before turning it in
- Come to class having completed readings or assignments
- Reach conclusions based on their own analysis of numerical information (numbers, graphs, statistics, etc.)
- Use numerical information to examine a real-world problem or issue (unemployment, climate change, public health, etc.)
- Evaluate what others have concluded from numerical information



## Faculty Survey of Student Engagement

23. In your selected course section, how Important is it to you that the typical student do the following?

*Response options: Very important, Important, Somewhat important, Not important*

- a. Combine ideas from different courses when completing assignments
- b. Connect their learning to societal problems or issues
- c. Include diverse perspectives (political, religious, racial/ethnic, gender, etc.) in course discussions or assignments
- d. Examine the strengths and weaknesses of their own views on a topic or issue
- e. Try to better understand someone else's views by imagining how an issue looks from their perspective
- f. Learn something that changes the way they understand an issue or concept
- g. Connect ideas from your course to their prior experiences and knowledge

24. In your selected course section, about what percent of class time is spent on the following?

*Response options: 0%, 1-9%, 10-19%, 20-29%, 30-39%, 40-49%, 50-74%, 75% or more*

- a. Lecture
- b. Discussion
- c. Small-group activities
- d. Student presentations or performances
- e. Independent student work (writing, painting, designing, etc.)
- f. Movies, videos, music, or other performances not involving or produced by students
- g. Assessing student learning (tests, evaluations, surveys, polls, etc.)
- h. Experiential activities (labs, field work, clinical or field placements, etc.)

25. In your selected course section, how much do you encourage students to do the following?

*Response options: Very much, Quite a bit, Some, Very little*

- a. Ask other students for help understanding course material
- b. Explain course material to other students
- c. Prepare for exams by discussing or working through course material with other students
- d. Work with other students on course projects or assignments
- e. Identify key information from reading assignments
- f. Review notes after class
- g. Summarize what has been learned from class or from course materials

26. In your selected course section, how much opportunity do students have to engage in discussions with people from the following groups?

*Response options: Very much, Quite a bit, Some, Very little*

- a. People of a race or ethnicity other than their own
- b. People from an economic background other than their own
- c. People with religious beliefs other than their own
- d. People with political views other than their own
- e. People with a sexual orientation other than their own

27. In your selected course section, how much does the coursework emphasize the following?

*Response options: Very much, Quite a bit, Some, Very little*

- a. Memorizing course material
- b. Applying facts, theories, or methods to practical problems or new situations
- c. Analyzing an idea, experience, or line of reasoning in depth by examining its parts
- d. Evaluating a point of view, decision, or information source
- e. Forming a new idea or understanding from various pieces of information

28a. Does your selected course section include assigned papers, reports, or other writing tasks?

*Response options: Yes, No*

[If answered "Yes"] About how many papers, reports, or other writing tasks of the following lengths do you assign?

*Response options: 0, 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, More than 10 papers, etc.*

28b. Up to 5 pages

28c. From 6 to 10 pages

28d. 11 pages or more

29. To what extent do you structure your selected course section so that students learn and develop in the following areas? *Response options: Very much, Quite a bit, Some, Very little*

- a. Writing clearly and effectively
- b. Speaking clearly and effectively
- c. Thinking critically and analytically
- d. Analyzing numerical and statistical information
- e. Acquiring job- or work-related knowledge and skills
- f. Working effectively with others
- g. Developing or clarifying a personal code of values and ethics
- h. Understanding people of other backgrounds (economic, racial/ethnic, political, religious, nationality, etc.)
- i. Solving complex real-world problems
- j. Being an informed and active citizen

30. Prior to the current school year, about how many times have you taught your selected course?

*Response options: 0, 1-2, 3-4, 5-9, 10 or more times*

31. Estimate the total number of *undergraduate* students you have taught during the current school year.  
*Response options: 0, 1-25, 26-50, 51-75, 76-100, 101-125, 126-150, 151-200, 201-300, More than 300 students*
32. Enter the total number of *undergraduate* courses you have taught or are scheduled to teach during the current school year.  
*Response options: 0, 1, 2, 3, 4, 5, 6, 7, 8, 9 or more courses*
33. Enter the total number of *graduate* courses you have taught or are scheduled to teach during the current school year.  
*Response options: 0, 1, 2, 3, 4 or more courses*
34. During this academic term, does your institution consider you to be employed full-time or part-time?  
*Response options: Full-time, Part-time*
35. Does your institution consider you to be an adjunct faculty member?  
*Response options: Yes, No*
36. Do you hold an administrative position?  
*Response options: Yes, please specify: \_\_\_\_\_; No*
37. Which of the following best describes your academic rank or title?  
*Response options: Professor; Associate Professor; Assistant Professor; Instructor; Senior or Master Lecturer; Lecturer; Clinical Professor; Clinical Associate Professor; Clinical Assistant Professor; Clinical Instructor; Clinical Lecturer; Senior Research Professor or Scientist; Associate Research Professor or Scientist; Assistant Research Professor or Scientist; Research Instructor; Professor of Practice, Professional Practice or Artist in Residence; Emeritus faculty; Visiting faculty; Graduate Teaching Assistant Other, please specify: \_\_\_\_\_*
38. What is your current tenure status?  
*Response options: Tenured; On tenure track but not tenured; Not on tenure track, but this institution has a tenure system; No tenure system at this institution*
39. Enter the year that you began teaching at any college or university (1995, etc.): *[Write-in year]*
40. Do you hold a terminal degree (the highest degree awarded)?  
*Response options: Yes, in the field that I teach; Yes, in a different field; No*
41. Are you currently working towards a degree?  
*Response options: Yes, please specify: \_\_\_\_\_; No*
42. What is the highest degree you have earned?  
*Response options: Doctoral degree; Master's degree; Other, please specify: \_\_\_\_\_*
43. Enter your year of birth (1965, etc.): *[Write-in year]*
44. What is your gender identity?  
*Response options: Man; Woman; Another gender identity, please specify: \_\_\_\_\_; I prefer not to respond*
45. Are you a U.S. citizen or permanent resident? [Item does not appear on Canadian Instrument]  
*Response options: Yes, No*
46. How would you describe yourself? (Select all that apply.) [Item does not appear on Canadian instrument]  
*Response options: American Indian or Alaska Native; Asian; Black or African American; Hispanic or Latina/o; Middle Eastern or North African; Native Hawaiian or other Pacific Islander; White; Another race or ethnicity; I prefer not to respond*
47. Which of the following best describes your sexual orientation?  
*Response options: Straight (heterosexual); Bisexual; Gay; Lesbian; Queer; Questioning or unsure; Another sexual orientation, please specify: \_\_\_\_\_; I prefer not to respond*

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# Topical Module: Development of Transferable Skills



*Adapted from a project of the American Association of State Colleges and Universities, this module examines student engagement in activities that develop useful and transferable skills for the workplace. The module complements questions on the core FSSE survey about course emphasis on higher-order learning, importance of reflective and integrative learning, and course emphasis on student development in a variety of areas.*

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1. **During the current school year, whether course-related or not, to what extent have you encouraged students you teach or advise to do the following?**  
*Response options: Very much, Quite a bit, Some, Very little*
  - a. Discuss or debate an issue of social, political, or philosophical importance
  - b. Give a speech to a group
  - c. Work in a group with people who differ from them in terms of background, political orientation, points of view, etc.
  - d. Discuss the ethical consequences of a course of action
  - e. Creatively think about new ideas or about ways to improve things
  - f. Critically evaluate multiple solutions to a problem
  - g. Discuss complex problems with others to develop a better solution
  
2. **During the current school year, whether course-related or not, about how often have students you teach or advise *written something* (paper, report, article, blog, etc.) that:**  
*Response options: Very often, Often, Sometimes, Never*
  - a. Used information from a variety of sources (books, journals, internet, databases, etc.)
  - b. Assessed the conclusions of a published work
  - c. Included ideas from more than one academic discipline
  - d. Presented multiple viewpoints or perspectives

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# Topical Module: Teaching Professional Development



*This module asks about aspects of professional development for teaching such as how important it is for faculty to receive assistance in various areas, and how often they participate in different professional development activities and practices. The module complements questions on the core FSSE survey asking how much time faculty spend working to improve their teaching and the extent to which they display effective teaching practices.*

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**1. How important is it that your institution assists you in the following areas?**

*Response options: Very important, Important, Somewhat important, Not important*

- a. Incorporating active learning strategies
- b. Developing students' critical thinking or problem-solving skills
- c. Improving your interactions with students
- d. Facilitating experiences with diversity
- e. Using technology to improve student learning
- f. Creating a supportive learning environment
- g. Assessing student learning
- h. Planning course content (i.e. learning objectives, course goals, syllabi)
- i. Organization and time management
- j. Advising and/or mentoring students
- k. Enhancing students' information literacy or fluency
- l. Specifying learning outcomes
- m. Designing assignments or exams
- n. Leading discussions

**2. During the current school year, have you done the following?**

*Response options: Yes, No*

- a. Participated in an institution-wide instructor orientation
- b. Participated in an instructor orientation specific to your department or discipline
- c. Participated in a faculty learning community devoted to teaching
- d. Been mentored by a faculty member with regard to teaching
- e. Mentored a faculty member with regard to teaching
- f. Attended or presented at a professional conference focused on teaching

**3. During the current school year, about how often have you done the following?**

*Response options: Very Often, Often, Sometimes, Never*

- a. Visited an office or center that supports faculty (Center for Teaching and Learning, Center for Teaching Excellence, etc.)
- b. Attended a workshop or training session to enhance your teaching
- c. Had a faculty or staff member observe your teaching and provide feedback
- d. Worked one-on-one with a faculty or staff member to help improve your teaching
- e. Worked with a group of faculty or staff to help improve your teaching
- f. Discussed teaching issues with other faculty or staff
- g. Consulted books, articles, or online resources to enhance your teaching
- h. Solicited feedback from students about your teaching beyond institution-provided end-of-course evaluations

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