

# sample department

## 2008-09 APSA Departmental Survey

### Introduction

---

Dear Colleague:

We know that access to new data on trends in the discipline such as the labor market, teaching loads, and enrollments provides department chairs with crucial information that helps achieve departmental goals. It is with this in mind that we are pleased to announce that the new APSA Annual Departmental Survey is now open for you to input your departmental information. You have received this message because you are a listed as a political science department chairperson and primary point of contact.

The survey will gather data for the 2008-09 academic year--including trends in undergraduate and graduate teaching and instruction; faculty hiring, turnover, and policies; and the impact of the current economic conditions. We created an improved online interface to make it easier for you to submit data on your program. In addition, we are saving your data so that in the course of responding to future annual surveys you can refer to prior responses and quickly submit new data.

The survey should take about 30 minutes to complete once you have gathered the requisite information, including on enrollments; majors/minors; courses taught; financial aid; and faculty hiring, turnover and policies for the 2008-09 academic year. For detailed guidance on completing the survey, please refer to the General Instructions provided in the survey itself and on the DSP online main webpage.

To submit your department's data, login to the APSA website ([www.apsanet.org](http://www.apsanet.org)) using your departmental login. You will see a link to the survey at the top of the page. Feel free to preview the survey to get a sense of the questions. You can also save your responses and return to them at any point in time.

APSA is committed to maintaining the confidentiality of your individual data and ensures the anonymity of data contributed to the Departmental Survey. Please plan to contribute your data by April 30, 2009. We thank you in advance for your participation.

For technical questions or problems about accessing or completing your survey, please contact Rebecca Johnson at [rjohnson@apsanet.org](mailto:rjohnson@apsanet.org) or at (202) 483-2512. For issues regarding the survey questions, please contact Dr. Bahram Rajaee at [surveys@apsanet.org](mailto:surveys@apsanet.org) or at (202) 483-2512.

Graham Wilson and I welcome your feedback generally about the survey.

Sincerely,

Michael Brintnall  
Executive Director

Graham Wilson  
Chair, APSA Departmental Services Committee

# sample department

## 2008-09 APSA Departmental Survey

### General Instructions

---

You will need to keep the following instructions in mind as you complete this survey:

- Gather departmental data on enrollments; majors/minors; courses taught; financial aid; and faculty hiring, turnover and policies for the 2008-09 academic year.
- The first step is to check the box "Survey Status" to indicate whether you will complete the survey. You have to check this box in order to start entering data.
- Do not use your browser's Back or Forward buttons without first saving your work or you will lose any data entered since the last save.
- Save your work by hitting one of the SAVE buttons at the bottom of each survey web page.
- You may return to a survey section as often as needed to edit or complete it until the survey deadline has been reached. You will not be able to save changes after the deadline, although you will still be able to view and print surveys.
- Numeric and currency fields may have an expected range of values based on past survey results or general knowledge. If you enter a value that falls outside these expectations, you will receive a pop-up warning message when you move the cursor out of the field. If you receive such a pop-up warning message, it applies to the field you just left. You should review that field and adjust its value if incorrect. If your value does in fact fall outside the expected range, you may keep it and it will be saved when you save the page.
- Please be sensitive to the distinction between zero (0) and blank (null) responses while completing the survey. Generally you should report 0 when you know the amount in question is 0, even if it is 0 because the quantity doesn't apply in your case. Leave a field blank when you know the amount in question isn't zero (0), but you cannot isolate and report it.
- Please validate your responses by using the survey validation routine. Go to the "check your survey for common problems" link in the Completion Process box at the bottom of the survey to receive a report on survey responses that fail to meet any expected conditions or rules. When you save a section you will receive a report of any fatal or serious errors in the section. Your data will have been saved and you don't have to correct these right away in order to continue to the next section. Please make sure the reported problems don't indicate a misunderstanding on your part of what is being requested. In addition, you will be required to correct certain problems ("fatal problems") and at least annotate others ("serious problems") before you will be allowed to mark your survey completed.
- Use your mouse or your tab key to move your cursor between fields. Your tab key will behave more or less efficiently for you depending on the machine and browser you are using.
- You may enter commas when inputting numeric data to improve readability. If you don't, commas will be inserted automatically as soon as you leave the field.
- You may print a copy of your survey at any time. See "Click for a printable PDF of your survey" in the Completion Process box at the bottom of the survey.
- Check your department faculty and officer listing in APSA's online Directory of Political Science Faculty and Officers to ensure that your department information is current. Login to the APSA website and go to the "Your Program" area to see your department details (or go directly: <http://www.apsanet.org/DSPonline/psfo/>).
- The last step is marking the "My department has COMPLETED this survey!" box in the Survey Status section prior to submission. Validation will then run automatically and report any remaining problems that must be addressed.
- For technical questions or problems about accessing or completing your survey, please contact Rebecca Johnson at [rjohnson@aspanet.org](mailto:rjohnson@aspanet.org) or at (202) 483-2512.
- For issues regarding the survey questions, please contact Dr. Bahram Rajaei at [surveys@apsanet.org](mailto:surveys@apsanet.org) or at (202) 483-2512.

# sample department

## 2008-09 APSA Departmental Survey

### Teaching & Instruction

Save your work periodically. Skip to the bottom, hit the "Save and stay here" button and then return to where you left off.

#### A. Undergraduate General Education and Lower Division Courses

This Part A concerns:

- Undergraduate general education courses within your department or program intended to cover university requirements, and
- Lower division courses within your department or program primarily intended for freshman or sophomores who might major in the field.

1. Did your department or program offer undergraduate general education and undergraduate lower division courses during fall 2008-09?

		Reported in 2007-08
Offer undergrad general ed and lower div courses?	<input type="radio"/> Yes <input type="radio"/> No	

If you answered "No," skip ahead to Question 10. Otherwise, continue below.

2. Does your department or program offer special first year programs for undergraduates?

		Reported in 2007-08
Offer special first year programs?	<input type="radio"/> Yes <input type="radio"/> No	

3. How many students completed a minor in your department or program during the 2008-09 academic year?

	N of Students	Reported in 2007-08
Completed a minor		

4. How many juniors and seniors had declared a major in your department or program, as of the beginning of the fall 2008-09 term?

	N of Jrs & Srs	Reported in 2007-08
Declared a major		

5. In the 2008-09 academic year, how many general education and lower division courses offered by your department or program were taught by: (count any with multiple discussion-sections as one course)

	N of Courses	Reported in 2007-08
a. Full-time tenured faculty		
b. Tenure track faculty		
c. Full-time non-tenure track faculty		
d. Part-time faculty		
e. Graduate students		
f. Other		
g. Total courses		
h. If Other, please describe		

Reported in 2007-08	
---------------------	--

6. How many students were enrolled in general education and lower division courses in your department or program during the fall 2008-09 term?

	Number	Reported in 2007-08
Students in gen ed and lower div courses		

7. How many courses included multiple discussion-sections?

	Number	Reported in 2007-08
Course with multiple discussion-sections		

8. How many discussion-sections were taught/led by:

	Number	Reported in 2007-08
a. Full-time tenured faculty		
b. Tenure track faculty		
c. Full-time non-tenure track faculty		
d. Part-time faculty		
e. Graduate students		
f. Other		
g. Total discussion sessions		

h. If Other, please describe	
Reported in 2007-08	

9. How many students were enrolled in these discussion-sections during the fall 2008-09 term?

	Number	Reported in 2007-08
Students enrolled in discussion-sections		

## B. Undergraduate Upper Division Courses

10. Did your department or program offer undergraduate upper division courses during fall 2008-09? These courses are primarily intended for juniors and seniors.

		Reported in 2007-08
Offer undergraduate upper division?	o Yes o No	

If you answered "No," skip to the bottom of the page, hit a Save button and continue to the next section. Otherwise, continue below.

11. Does your department or program require a senior thesis or capstone course for majors?

		Reported in 2007-08
a. Senior requirement?	o Senior thesis o Capstone course o Other o None	

b. If Other, please describe	
------------------------------	--

Reported in 2007-08	
---------------------	--

12. During the fall 2008-09 term, how many undergraduate upper division sections in your department or program were taught by:

	Number	Reported in 2007-08
a. Full-time tenured faculty		
b. Tenure track faculty		
c. Full-time non-tenure track faculty		
d. Part-time faculty		
e. Graduate students		
f. Other		
g. Total sections		

h. If Other, please describe	
------------------------------	--

Reported in 2007-08	
---------------------	--

13. How many students in your department or program were enrolled in undergraduate upper division sections during the fall 2008-09 term?

	Number	Reported in 2007-08
Students in undergraduate upper division courses		

## sample department

### 2008-09 APSA Departmental Survey

#### Teaching & Instruction (continued)

##### C. Undergraduate Program

14. Is your department or program using any of the following criteria for assessment of overall undergraduate student learning?

		Reported in 2007-08
a. Portfolios	<input type="radio"/> Yes <input type="radio"/> No	
b. Standardized tests	<input type="radio"/> Yes <input type="radio"/> No	
c. Other (describe below)	<input type="radio"/> Yes <input type="radio"/> No	
d. No criteria being used	<input type="radio"/> Yes <input type="radio"/> No	

e. If Other, please describe	
Reported in 2007-08	

15. Are any of the courses taught by your department or program part of the core distribution requirements for undergraduate students at the institution?

		Reported in 2007-08
Any courses part of core requirements?	<input type="radio"/> Yes <input type="radio"/> No	

16. Does your department or program participate in undergraduate interdisciplinary programs?

		Reported in 2007-08
Participate in undergraduate interdisciplinary programs?	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not applicable	

##### D. Graduate Programs

The following questions concern graduate level courses. Please count all courses listed at the graduate level, including those cross-listed also as undergraduate courses.

17. Did your department or program offer graduate courses during fall 2008-09?

		Reported in 2007-08
a. Graduate courses offered?	<input type="radio"/> Yes <input type="radio"/> No	

If you answered "No" above, go to the bottom of this page, hit a Save button and continue on to the next section. Otherwise, continue below.

	Number	Reported in 2007-08
b. If so, how many courses?		

18. During the fall 2008-09 term, how many graduate level courses in your department or program were taught by:

	Number	Reported in 2007-08
a. Full-time tenured faculty		
b. Tenure track faculty		
c. Full-time non-tenure track faculty		
d. Part-time faculty		
e. Other		
f. Total number of graduate level sections		

g. If Other, please describe	
Reported in 2007-08	

19. In your department or program, how many graduate student teaching assistants were instructors of record at the beginning of the fall 2008-09 term?

	Number	Reported in 2007-08
Grad student teaching assist instructors of record		

20. In your department or program, how many graduate student teaching assistants were not instructors of record but were leading discussion sessions or grading papers at the beginning of the fall 2008-09 term?

	Number	Reported in 2007-08
Grad students leading discussion sessions or grading papers		

## sample department

### 2008-09 APSA Departmental Survey

#### Faculty Hiring, Turnover & Policies

Save your work periodically. Skip to the bottom, hit the "Save and stay here" button and then return to where you left off.

1. Does your institution have a tenure system?

		Reported in 2007-08
Tenure system?	<input type="radio"/> Yes <input type="radio"/> No	

2. Is there a maximum number of years full-time faculty and instructional staff members can be on a tenure track and not receive tenure? (Do not include tenure clock stoppages.)

		If Yes, Max Years?
Max years on tenure track?	<input type="radio"/> Yes <input type="radio"/> No	
Reported 2007-08	x	

3. How many new tenured, tenure-track, or permanent faculty members did your department or program hire to start in the 2008-09 academic year?

	a. Any New Hires?	b. How Many In Total?
Hired to start in 2008-09	<input type="radio"/> Yes <input type="radio"/> No	
Reported in 2007-08	x	

c. Please describe each of your new tenured, tenure-track or permanent hires below, up to a maximum of 8. In the event you had more than 8 hires, please select 8 at random to report on.

	Tenure Status	Rank	Ethnicity	Gender
New Hire 1				
New Hire 2 New Hire 3				
New Hire 4 New Hire 5				
New Hire 6 New Hire 7				
New Hire 8				
4. During the 2008-09 academic year, did any tenured, tenure-track or permanent faculty members who teach or do research in your program or department depart (leave, retire, or die)?				
	a. How Many Departed In Total?	b. How Many Retired?		

Faculty members

Reported in 2007-08

--	--

c. Please describe each of your tenured, tenure-track or permanent faculty departures below, up to a maximum of 8. In the event you had more than 8 Departures, please select 8 at random to report on.

--	--



	Type of Departure	Tenure Status	Rank	Ethnicity	Gender
Departure 1 Departure 2					
Departure 3 Departure 4					
Departure 5 Departure 6					
Departure 7 Departure 8					
5. During the 2008-09 academic year, has your program or department offered early or phased retirement to any tenured or permanent full-time faculty members or instructional staff members?					
	a. Offered?	b. How Many?			
	o Yes				
	o No				
Early or phased retirement					

Reported in 2007-08

x

6. During the 2008-09 academic year, please indicate the number of faculty members who were:		
	2008-09	Reported in 2007-08
a. Granted tenure		
b. Denied tenure		

7. During the 2008-09 academic year, please specify the ethnicity and gender of faculty members who were granted tenure. If there were more than 6, please report on 6 at random.

Granted tenure 1		
Granted tenure 2 Granted		
tenure 3 Granted tenure 4		
Granted tenure 5 Granted		

tenure 6		
----------	--	--

8. During the 2008-09 academic year, please specify the ethnicity and gender of faculty members who were denied tenure. If there were more than 6, please report on 6 at random.

Denied tenure 1		
Denied tenure 2 Denied		
tenure 3 Denied tenure 4		
Denied tenure 5 Denied		
tenure 6		

9. List efforts or programs, if any, that your university or department has undertaken or participated in to enhance or promote diversity of faculty hiring.

2008-09		
Reported in 2007-08		
10. How many political science faculty have appointments outside the department?		

Number Reported in 2007-08

Extra dept appointments

11. How many political science faculty have tenure homes outside the department?	
--	--


	Number	Reported in 2007-08
Tenure homes outside department		

## sample department

### 2008-09 APSA Departmental Survey

#### Faculty Hiring, Turnover & Policies (continued)

Save your work periodically. Skip to the bottom, hit the "Save and stay here" button and then return to where you left off.

12. Does your department or program have a formal policy specifying publications, teaching, service and other requirements or stated expectations needed for granting tenure?

		Reported in 2007-08
Have formal policy for granting tenure?	<input type="radio"/> Yes <input type="radio"/> No	

If you answered "No," skip ahead to question 17. Otherwise, continue below.

13. How do tenure track faculty members become aware of tenure policy or expectations?

Reported in 2007-08	

14. In your department's tenure or promotion policy, how important are each of the following?

	Essential	Very important	Important	Considered	Not important
a. Publications					
b. Teaching					
c. Service					

15. During the past three years, has your department or program changed its policy for granting tenure to full-time faculty and instructional staff members?

		If Yes, Please Describe
Changed tenure policy in past 3 years?	<input type="radio"/> Yes <input type="radio"/> No	
Reported in 2007-08	x	

16. In your department, how is work/research in the area of Scholarship of Teaching and Learning evaluated for progress towards promotion and tenure?

		Reported in 2007-08
How is work/research in Scholarship of Teaching and Learning evaluated?	<input type="radio"/> The same <input type="radio"/> It counts, but not same weight <input type="radio"/> It does not count	

Additional comment regarding evaluation of Scholarship of Teaching and Learning?	
Reported in 2007-08	

17. Does your department or program have a system of post-tenure review?

		Reported in 2007-08
Have a system of post-tenure review?	<input type="radio"/> Yes <input type="radio"/> No	

18. Are any faculty and instructional staff members legally represented by a union (or other assoc.) for purposes of collective bargaining with your institution?

		Reported in 2007-08
Faculty legally represented by union?	o Yes o No	

19. If Yes, please indicate approximately what proportion are represented by the union:

		Reported in 2007-08
a. Full-time faculty	o 100%   o More than 50%   o 50%   o Less than 50%	
b. Part-time faculty	o 100%   o More than 50%   o 50%   o Less than 50%	
c. Graduate TA's	o 100%   o More than 50%   o 50%   o Less than 50%	

20. Please indicate if the specified insurance is available to Full-time and Part-time faculty.

- Yes, fully paid by institution
- Yes, partially paid by institution
- Yes, paid by the individual
- Not available
- Don't know

	Medical	Life	Long-Term Disability
a. Full-time faculty			
Reported 2007-08			
b. Part-time faculty			
Reported 2007-08			

21. Are benefits for spouses typically extended to same-sex partners?

		Reported in 2007-08
Benefits extended to same-sex partners?	o Yes o No	

22. Is on-site child care available for the indicated group:

		Reported in 2007-08
a. Full-time faculty	o Yes   o No   o Don't know	
b. Part-time faculty	o Yes   o No   o Don't know	

23. Which retirement plan is available to the indicated group:

- Defined benefit (e.g. pension)
- Defined contribution (e.g. 401(K), 403(b))
- Both defined benefit and defined contribution
- None Other
- 

		Reported in 2007-08
a. Full-time faculty b. Part-time faculty		
c. If Other, please specify		

Reported in 2007-08	
---------------------	--

24. Are tuition remission or grants for spouses or children available to:

	Spouses	Reported in 2007-08		Children	Reported in 2007-08
a. Full-time faculty	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Don't know			<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Don't know	
b. Part-time faculty	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Don't know			<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Don't know	

25. Is paid family leave available to:

	Women	Reported in 2007-08		Men	Reported in 2007-08
a. Full-time faculty	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Don't know			<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Don't know	
b. Part-time faculty	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Don't know			<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Don't know	

26. Are any of the following other benefits available to full-time or part-time faculty?

	Full-time Faculty	Reported in 2007-08		Part-time Faculty	Reported in 2007-08
a. Paid sabbatical leave	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Don't know			<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Don't know	
b. Employee Assistance Program	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Don't know			<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Don't know	
c. Professional development support	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Don't know			<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Don't know	
d. Institutional or departmental support for research	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Don't know			<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Don't know	
e. Travel assistance	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Don't know			<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Don't know	

27. What are the criteria that must be met in order for part-time faculty and instructional staff members to be eligible for benefits?

Criteria for part-time faculty	
Reported in 2007-08	

28. In what areas does the Department have discretionary control over its budget: Are budget allocations and reallocations made at the Department level (e.g. by the Chair or faculty leadership) or are they made at a higher institutional level, in the following areas:

	Department	Higher	Don't know/NA
a. Faculty personnel			
b. Staff personnel			
c. Student assistants			
d. Travel			
e. Professional development			
f. Departmental operating expenses (supplies, utilities, etc.)			

g. Speakers			
h. Job searches			
i. Departmental memberships (e.g. with APSA)			
j. Other			

k. If other, please explain	
-----------------------------	--

## sample department 2008-09 APSA Departmental Survey

### Special Topics

#### A. Economic Conditions

1. Has your department used any of the following options to respond to the current economic conditions, for the current 2009-10 Academic Year?

	Used	Not used
a. Class cancellation		
b. Hiring freeze overall		
--1) Faculty hiring freeze		
--2) Staff hiring freeze		
c. Budget freeze overall		
--1) Travel freeze		
--2) Research freeze d.		
Budget cuts overall		
--1) Travel cut		
--2) Research cut		
--3) Association memberships cut		
e. Furloughs overall --		
1) Faculty furlough		
--2) Staff furlough		
f. The current economic conditions have no impact on our department or institution		
g. Other		

k. If Other, please describe

#### B. Faculty and Students with Disabilities

(adapted from a recent American Sociological Association survey)

1. Has any faculty or staff member in your department asked you for a disability-related accommodation? (Examples might be to have all classes on the first floor because of a mobility limitation, for specialized equipment or software, or for assistive personnel.) If you answer No, please skip to Q. 2.

		b. If Yes, were you able to provide the requested accommodation(s)?
a. Faculty or staff requested disability-related accommodation?	o Yes o No	o Yes, all o Yes, some but not others o No, not able to provide any

c. What facilitated or kept you from providing requested accommodations?	
d. Please describe briefly the types of accommodations requested.	

2. Campus offices that serve students with disabilities facilitate accommodations for those students.

	Yes	No	Don't know
a. Have members of your department received requests for accommodations for students?			
b. Have members of your faculty encountered difficulties fulfilling those requests?			



# sample department

## 2008-09 APSA Departmental Survey

### Doctoral Programs

Save your work periodically. Skip to the bottom, hit the "Save and stay here" button and then return to where you left off.

#### 1. Degrees and Admissions

	2008-09 Academic Year	2007-08 Academic Year
a. Number of doctoral degrees awarded		
b. Number of students enrolled in the doctoral program		
c. Number of students who applied to the doctoral program for the fall of the academic year		
d. Number of students who started in the doctoral program in the fall of the academic year		

#### 2. Demographics of Doctoral Student Enrollment

Note that the same student may be counted in two or more rows.

	Number of Doctoral Degrees Awarded During 2008-09 AY	Number of Students Currently Enrolled in Doctoral Program	Number of Students That Started In Fall 2008-09
a. Women			
b. African American c. American Indian			
d. Asian/Pacific Islander			
e. Caucasian			
f. Latino/a			
g. Unknown/Missing			
h. Other ethnicity			
i. Foreign			

#### 3. Doctoral Degree Types

What percentage of doctoral degrees awarded were of each of the following types?

	Percentage 2008-09	Reported in 2007-08
a. PhD		
b. DPA		
c. Other (specify below in e.)		
d. Total (100%)		

e. "Other" is...

#### 4. Financial Aid

What percentage of graduate students enrolled in your department or program received financial support (tuition waivers, fellowships, teaching or research assistantships) during the 2008-09 academic year?

	2008-09	Reported in 2007-08
% of students offered financial support		

support		
---------	--	--

**5. Minority Recruiting**

List any efforts or programs that your department has undertaken or participated in to enhance or promote diversity in recruitment of doctoral students.

a. Efforts to promote diversity in doctoral recruitment	
---	--

	Yes	No
b. Did your department participate in the APSA Graduate Fellowship Program?		
c. Did your department participate in the APSA Minority Student Recruiting Program (MSRP)?		

# sample department

## 2008-09 APSA Departmental Survey

### Masters Level Programs

#### 1. Student Degrees and Admissions

	2008-09	Reported in 2007-08
a. Total Masters awarded		
b. Total number of students in your Masters program		
c. Number of students who started in your Masters program in the fall of the academic year		

#### 2. Demographics of Masters Student Enrollment

Note that the same student may be counted in two or more rows.

	Total Masters Awarded	Total Number Currently In Program
a. Women		
b. African-American c. American Indian		
d. Asian/Pacific Islander		
e. Caucasian		
f. Latino/a		
g. Unknown/Missing		
h. Other ethnicity		
i. Foreign		

#### 3. Masters Degree Types

At the Masters level, what percentage of degrees awarded are of the following degree types?

	Percentage
a. MA Political Science/Government	
b. MS Political Science/Government	
c. MA International Studies d. MS International Studies	
e. MPhil	
f. MIPP (Master of International Policy and Practice)	
g. MPA (Master of Public Administration)	
h. MPP (Master of Public Policy)	
i. MPS (Master of Professional Studies)	
j. Masters - Other (specialized fields like security studies, environmental policy, etc., specify below in l.	
k. Total (forced to 100%)	

I. "Masters - Other" specified	
-----------------------------------	--

# sample department

## 2008-09 APSA Departmental Survey

### Bachelors Level Programs

#### 1. Student Degrees and Admissions

	2008-09	Reported in 2007-08
a. Total Bachelors awarded		
b. Total number of students enrolled in courses in your department		

#### 2. Demographics of Bachelors Level Student Enrollment

Note that the same student may be counted in two or more rows.

	Total Bachelors Awarded
a. Women	
b. African-American c. American Indian	
d. Asian/Pacific Islander	
e. Caucasian	
f. Latino/a	
g. Unknown/Missing	
h. Other ethnicity	
i. Foreign	

#### 3. Bachelors Degree Types

At the Bachelors level, what percentage of degrees awarded are of the following degree types?

	Percentage
a. BA in political science b. BS in political science	
c. BA/BS in social science d. Other	
Bachelor degrees (specify below in f.)	
e. Total (forced to 100%)	
f. "Other" specified	

## sample department

### 2008-09 APSA Departmental Survey

#### What did you think of the survey...

Your feedback on the survey content and process, as well as on the Web site, will help us to improve APSA surveys and this Web site in general.

##### A. Survey Content and Process

	Very satisfied	Satisfied	Neutral/Didn't use	Dissatisfied	Very dissatisfied
1. Clarity of instructions					
2. Clarity of questions					
3. Communications regarding the survey					
4. Any help that was provided you					
5. Overall survey process					

##### B. Web site

	Very satisfied	Satisfied	Neutral/Didn't use	Dissatisfied	Very dissatisfied
1. Web instructions and help					
2. Ease of data entry					
3. Ease of navigation					
4. Validation process					
5. Printing					

##### C. Time To Complete

	Minutes
a. How long did it take you to collect the data needed to complete this survey?	
b. How long did it take you to enter the data in the survey form online?	

##### D. Comments or Suggestions

Please provide any suggestions, criticisms, or other comments about the APSA Departmental Survey in the space below. Space is, however, limited. Should you wish to respond at greater length, please send an email directly to Bahram Rajaei, Director, International and External Relations at APSA ([brajaee@apsanet.org](mailto:brajaee@apsanet.org)).

?	
---	--