December 8, 2010

MEMORANDUM

TO: John Townshend  
Dean, College of Behavioral and Social Sciences

FROM: Elizabeth Beise  
Associate Provost for Academic Planning and Programs

SUBJECT: Proposal to Establish a Minor in Survey Methodology (PCC log no. 10023)

At its meeting on December 3, 2010, the Senate Committee on Programs, Curricula and Courses approved your proposal to establish a Minor in Survey Methodology. A copy of the approved proposal is attached.

The Minor is effective Spring 2011. The College should ensure that the Minor is fully described in the Undergraduate Catalog and in all relevant descriptive materials, and that all advisors are informed.

MDC/

Enclosure

cc: David Salness, Chair, Senate PCC Committee  
Sarah Bauder, Office of Student Financial Aid  
Reka Montfort, University Senate  
Erin Howard, Data Administration  
Donna Williams, Institutional Research & Planning  
Anne Turkos, Archives  
Linda Yokoi, Office of the Registrar  
James Dietz, Undergraduate Studies  
Wayne McIntosh, Behavioral and Social Sciences  
Roger Tourangeau, Joint Program in Survey Methodology
The Joint Program in Survey Methodology (JPSM) in the College of Behavioral and Social Science (BSOS) proposes an undergraduate Minor in Survey Methodology. Students in the program will explore the theoretical foundations of survey design and survey data collection, together with the practical application of this theoretical material. Completion of the minor will prepare students to enter careers in the Federal statistical system or any of the numerous private sector firms that collect survey data, as well as for further graduate study in the field. In addition, students aspiring to careers in other fields that rest on the collection and use of survey data will benefit from the understanding of the data collection process that they will acquire.
Proposal for an Undergraduate Minor in Survey Methodology

The Joint Program in Survey Methodology (JPSM), an academic department located with the College of Behavioral and Social Sciences (BSOS) and funded by the Federal Interagency Consortium on Statistical Policy, is tasked with educating the next generation of survey researchers, survey statisticians, and survey methodologists. The department offers M.S. and Ph.D. degrees in survey methodology, certificate and citation programs, a program of short courses and a Summer Fellows program for undergraduates. Building on this foundation, JPSM proposes an undergraduate minor in Survey Methodology. The minor will be a 16- to 18-credit undergraduate program of instruction designed to introduce students to the field of survey methodology.

Title for Transcript
Survey Methodology

Primary Sponsoring Unit
Joint Program in Survey Methodology, College of Behavioral and Social Sciences

Catalog Description
The undergraduate Minor in Survey Methodology is a cross-disciplinary program offered by the Joint Program in Survey Methodology (JPSM) within the College of Behavioral and Social Sciences (BSOS). Students in the program will explore the theoretical foundations of survey design and survey data collection, together with the practical application of this theoretical material. Completion of the minor will prepare students to enter careers in the Federal statistical system or any of the numerous private sector firms that collect survey data to inform decision-making, as well as for further graduate study in the field of survey methodology. In addition, students aspiring to careers in fields such as marketing, political consulting, economics or the social sciences that rest on the collection and use of survey data will benefit from the understanding of the data collection process that they will acquire.

Program Oversight
The JPSM Associate Director, Professor Katharine Abraham, will serve as Program Director for the minor; she will handle day-to-day management of the program. Two additional tenured or tenure-track JPSM faculty members will serve with Professor Abraham as members of a faculty committee responsible for curriculum development, admissions criteria, admissions decisions and monitoring student progress through the program.

Student Learning Outcomes
Whether collecting information from survey respondents or making use of data collected by means of such surveys, individuals in many fields require an understanding of the process of designing surveys and collecting survey data. Requisite knowledge areas include the principles of questionnaire design, selecting survey samples to represent
populations of interest, modes of data collection, and the use of weights in the analysis of survey data, among other topics.

Upon completion of the proposed curriculum, students will:

- Have the knowledge needed to construct a new survey questionnaire or evaluate an existing survey questionnaire in accord with the basic principles of questionnaire design;
- Know how to identify potential sources of error in survey estimates and suggest strategies for minimizing those errors; and
- Be aware of various features of the design of sample surveys that may affect the analysis and interpretation of the resulting data.

Program Description
The curriculum will consist of four elements. First, students will be required to complete two statistics/research methods courses. These courses generally can be expected to overlap with or complement requirements in students’ major departments. Second, students will be required to take a core course that is an introduction to the field of survey methodology. Third, each student will take a course in questionnaire design and also select an additional graduate-level course that will cover in greater depth a particular topic area relevant to conducting effective surveys – the cognitive underpinnings of survey response, the design of survey samples, or the methods of survey data collection. Fourth, students will participate in a one-credit pass-fail graduate level seminar that provides an introduction to the Federal statistical system. The Federal statistical agencies are among the largest employers of survey professionals as well as the source of a great deal of the data used in economic and social research. A total of 16 to 18 credits will be required to complete the minor, depending on the specific courses chosen to complete the statistics and research methods course requirement.

Although not formally part of the minor, JPSM also administers a competitive summer internship program for undergraduates in which students are placed in Federal statistical agencies in the Washington, DC area. Students enrolled in the minor will be encouraged to apply for these positions, which often lead to opportunities for permanent employment after graduation.

Statistics and Research Methods Courses (6 to 8 credits)
The design of survey samples and the analysis of survey data are inherently quantitative exercises. It is, therefore, important that anyone seeking to work in these fields of endeavor have a solid quantitative background. Students enrolled in the minor will be required to take two courses in statistics and research methods. Any of the following courses are appropriate choices for the first of these two courses:

- BIOM 301 Introduction to Biometrics
- CCJS 200 Statistics for Criminology and Criminal Justice
- ECON 321 Economic Statistics
- EDM 451 Introduction to Educational Statistics
- GVPT 422 Quantitative Political Analysis
PSYC 200  Statistical Methods in Psychology  
SOCY 201  Introductory Statistics for Sociology  
STAT 400  Applied Probability and Statistics I  
STAT 410  Introduction to Probability Theory  

Any of the following courses are appropriate choices for the second of the two courses:  

ECON 422  Econometrics I  
SOCY 401  Intermediate Statistics for Sociologists  
STAT 401  Applied Probability and Statistics II  
STAT 420  Introduction to Statistics  

There is enormous demand on campus for many of the courses listed as options for fulfilling the statistics/research methods requirement, especially the courses on the first list, and the number of seats available in these classes may be limited. Majors in the department that offers a course may receive priority for enrollment (e.g., CCJS 200) or enrollment in a course may be restricted to majors (e.g., ECON 321). In addition, there may be prerequisites associated with a particular course. Several of the courses listed in the first set of options require that the student have taken calculus and some of the courses listed in the second set of options require a particular first course as a prerequisite (e.g., STAT 420 requires STAT 410 as a prerequisite). The fact that a course is listed as an appropriate option for fulfilling the minor requirements does not imply that students necessarily will be able to enroll in that specific course. Students interested in the minor will be asked to consult with their JPSM Advisor about the best way to complete the two-course statistics and research methods requirement given their individual circumstances. Courses covering similar material, including courses offered at other institutions, may be accepted as substitutes for the listed courses.  

SOCY 201 and SOCY 401 are 4-credit rather than 3-credit courses. For students choosing these courses to fulfill the requirements of the minor, the minor will be an 18-credit program. Students admitted to the minor in the spring of their sophomore year who have not yet taken one of the listed statistics/research methods courses ideally will take one in the fall of their junior year and the second in the spring of their junior year.  

Core Course in Survey Methodology (3 credits)  
The core course of the minor is SURV 400 Fundamentals of Survey Design. This is an existing course that is offered each spring and is taught by a regular member of the JPSM teaching faculty. Students in the minor will be given enrollment priority. SURV 400 is designed to provide students with an overview of the entire survey process, from the development of survey objectives to the collection and analysis of the survey data. The textbook for the course was authored by leading scholars in the field, all of whom have taught in the JPSM program. SURV 400 will be a prerequisite for the two additional 3-credit SURV courses required for the minor and should be taken in the spring of the junior year.
Additional Survey Methodology Courses (6 credits)
Students completing the minor also will be required to take SURV 430 Questionnaire Design, a new course developed to serve students in the minor as well as graduate students in other departments on campus. SURV 430 will be offered as a stand-alone course each year in the fall semester and students in the minor will be given enrollment priority. We do not currently have the staff resources to offer a separate section of this new class in other semesters. In order to provide students completing the minor with needed scheduling flexibility, SURV 430 will be offered jointly with SURV 630, an existing course taken by students pursuing the JPSM Masters in Survey Methodology, in the spring and/or summer. Qualified students enrolled in the jointly offered SURV 430/SURV 630 course may choose with permission to register for SURV 630. Successful completion of SURV 630 will satisfy the minor requirement. Taking SURV 630 could be advantageous for students who later apply for the JPSM Masters degree program, as it is a required course for that program.

Students taking the minor also will be required to take one additional 600-level SURV course. The course options and the semesters when these courses are regularly offered are as follows:

SURV 623 Data Collection – Fall, Summer
SURV 632 Social and Cognitive Foundations of Survey Measurement – Fall
SURV 625 Applied Sampling – Spring, Summer

These are existing courses taken primarily by students in the JPSM Masters program. Although these are graduate level courses, we believe they should be accessible to advanced undergraduates with suitable preparation.

Seminar (1 credit)
The final requirement for the minor is that students participate in SURV 672 Introduction to the Federal Statistical System and to the Survey Research Profession, another course taken by students in the JPSM Masters program. This is a one-credit pass-fail seminar, taught each fall, in which students consider issues related to the ethics of survey data collection and serving the users of survey data. During the semester, students meet with the heads of a number of the federal statistical agencies, giving them the opportunity to learn about those agencies' work. This seminar is an important part of the professionalization of our students and thus of preparing them for careers that make use of their survey methodology background.

Eligibility and Application Process
Admission to the minor will be limited to no more than 25 students per year, selected through a competitive application process. This limitation on potential enrollments is necessary because of the small size of the JPSM faculty. Successful applicants will have completed at least 30 semester credits and have demonstrated a high level of academic achievement. Students who apply to the program are expected to be able to work independently. Students seeking admission to the minor will be asked to complete an
application form made available on the JPSM website, submit a letter of support for their application from a faculty member or advisor, and provide a copy of their transcript.

The faculty committee responsible for oversight of the minor will evaluate the applications submitted. In selecting students to the program, the committee will emphasize academic achievement, including in particular evidence of successful completion of courses in quantitative subjects.

**Completion Requirements**

In order to complete the minor, students must:

- Complete all 16-18 required credits
- Achieve a minimum grade of “C” or better in all minor courses
- Apply no more than two courses from the minor to satisfying the requirements of the student’s major
- Complete no more than two courses for the minor at an institution other than the University of Maryland, College Park

The minor is designed to be completed during the junior and senior years, but students could apply for admission to the minor as early as the fall of their sophomore year. Courses completed prior to applying for the minor will be accepted to satisfy the minor requirements. Two of the many possible paths through the minor are illustrated below:

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<th>Fall of Junior Year</th>
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<th>Fall of Senior Year</th>
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<td>SURV 400: Fundamentals of Survey Design (3)</td>
<td>SURV 672: Introduction to the Federal Statistical System (1)</td>
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Advising System
Interested students should contact JPSM at JPSM@survey.umd.edu. The application form will be posted to the JPSM website, at www.jpsm.org and applications for admission will be reviewed each semester. Once admitted to the program, students will work with the Program Director or an assigned faculty advisor to plan the courses to be taken to complete the minor. Students will be expected to be in touch with their faculty advisors before the start of each semester to ensure that they are continuing on track to complete the minor requirements.

Financial Impact
No new funding is requested for this program.
APPENDIX: COURSE DESCRIPTIONS

OPTIONS FOR FIRST STATISTICS/RESEARCH METHODS COURSE

**BIOM 301 Introduction to Biometrics (3)** Two hours of lecture and one hour of discussion/recitation per week. Prerequisite: MATH113 or MATH115. Credit will be granted for only one of the following: BIOM301, BMGT230, ECON321, EDMS451, GEOG305, GVPT422, PSYC200, or SOCY201. Descriptive statistics, introduction to probability, sampling, confidence interval estimation, hypothesis testing, simple regression and correlation. Emphasis on simple applications of statistical techniques and interpretation of statistical results.

**CCJS 200 Statistics for Criminology and Criminal Justice (3)** Two hours of lecture and one hour of discussion/recitation per week. Prerequisites: CCJS100 or CCJS105, and MATH111 with a grade of C or higher. Credit will be granted for only one of the following: BIOM301, BMGT230, ECON321, EDMS451, GEOG305, GVPT422, PSYC200, and SOCY201. Introduction to descriptive and inferential statistics, graphical techniques, and the computer analysis of criminology and criminal justice data. Basic procedures of hypothesis testing, correlation and regression analysis, and the analysis of continuous and binary dependent variables. Emphasis upon the examination of research problems and issues in criminology and criminal justice.

**ECON 321 Economic Statistics (3)** Prerequisite: ECON200, ECON201, {MATH220 or MATH140} with a grade of 'C'(2.0) or better. For ECON majors only. Not open to students who have completed BMGT230 or BMGT231 (unless with department permission). Credit will be granted for only one of the following: BIOM301, BMGT230, ECON321, EDMS451, GEOG305, GVPT422, PSYC200, or SOCY201. Introduction to the use of statistics in economics. Topics include: Probability, random variables and their distributions, sampling theory, estimation, hypothesis testing, analysis of variance, regression analysis and correlation.

**EDMS 451 Introduction to Educational Statistics (3)** Sophomore standing. Credit will be granted for only one of the following: BIOM301, BMGT230, ECON321, EDMS451, GEOG305, GVPT422, PSYC200, or SOCY201. Introduction to statistical reasoning; location and dispersion measures; computer applications; regression and correlation; formation of hypotheses tests; t-test; one-way analysis of variance; analysis of contingency tables.

**GVPT 422 Quantitative Political Analysis (3)** Prerequisite: GVPT170 and GVPT241. Recommended: GVPT220. For GVPT majors only. Credit will be granted for only one of the following: BIOM301, BMGT230, ECON321, EDMS451, GEOG305, GVPT422, PSYC200, or SOCY201. Introduction to quantitative methods of data analysis, including selected statistical methods, block analysis, content analysis, and scale construction.
PSYC 200 Statistical Methods in Psychology (3) Prerequisite: PSYC 100; and (MATH111 or MATH140 or MATH220) with a C (2.0) or higher. Credit will be granted for only one of the following: BIOM301, BMGT 230, ECON321, EDMS451, GEOG305, GVPT422, PSYC200, or SOCY201. A basic introduction to quantitative methods used in psychological research.

SOCY 201 Introductory Statistics for Sociology (4) Three hours of lecture and two hours of laboratory per week. Prerequisite: SOCY100 and MATH111 or equivalent. Not open to students who have completed BMGT231, ENEE324, or STAT400. Credit will be granted for only one of the following: BIOM301, BMGT230, ECON321, EDMS451, GEOG305, GVPT422, PSYC200, or SOCY201. Elementary descriptive and inferential statistics. Construction and percentaging of bivariate contingency tables; frequency distributions and graphic presentations; measures of central tendency and dispersion; parametric and nonparametric measures of association and correlation; regression; probability; hypothesis testing; the normal, binomial and chi-square distributions; point and interval estimates.

STAT 400 Applied Probability and Statistics I (3) Prerequisite: MATH 131 with a grade of C or better, or MATH 141 or equivalent. Not acceptable toward graduate degrees in STAT, AMSC, or MATH. Credit will be granted for only one of the following: BMGT231, ENEE324 or STAT400. These courses are not interchangeable. Consult your program requirements or advisor for what is acceptable toward your program of study. Random variables, standard distributions, moments, law of large numbers and central limit theorem. Sampling methods, estimation of parameters, testing of hypotheses.

STAT 410 Introduction to Probability Theory (3) Prerequisite: MATH240 and MATH241. Also offered as SURV410. Credit will be granted for only one of the following: STAT410 or SURV410. Probability and its properties. Random variables and distribution functions in one and several dimensions. Moments. Characteristic functions. Limit theorems.

OPTIONS FOR SECOND STATISTICS/RESEARCH METHODS COURSE

ECON 422 Econometrics I (3) Prerequisites: ECON321 (or STAT400) with a grade of 'C' (2.0) or better. For ECON majors only. Emphasizes the interaction between economic problems and the assumptions employed in statistical theory. Formulation, estimation, and testing of economic models, including single variable and multiple variable regression techniques, theory of identification, and issues relating to inference.

SOCY 401 Intermediate Statistics for Sociologists (4) Three hours of lecture and two hours of laboratory per week. Prerequisite: SOCY201 or equivalent or permission of
department. Not open to students who have completed ENEE324, BMGT231, or STAT400. Issues in the use of significance tests in sociology, one and two-way analysis of variance, elements of multiple regression and correlation, techniques for the analysis of nominal and ordinal data.


**STAT 420 Introduction to Statistics** (3) Prerequisite: STAT410 or SURV410. Also offered as SURV420. Credit will be granted for only one of the following: STAT420 or SURV420. Point estimation, sufficiency, completeness, Cramer-Rao inequality, maximum likelihood. Confidence intervals for parameters of normal distribution. Hypothesis testing, most powerful tests, likelihood ratio tests. Chi-square tests, analysis of variance, regression, correlation. Nonparametric methods.

**REQUIRED SURVEY METHODS COURSES**

**SURV 400 Fundamentals of Survey Methodology** (3) Prerequisite: STAT100 or permission of department. Introduces the student to a set of principles of survey design that are the basis of standard practices in the field. The course exposes the student to both observational and experimental methods to test key hypotheses about the nature of human behavior that affect the quality of survey data. It will also present important statistical concepts and techniques in simple design, execution, and estimation, as well as models of behavior describing errors in responding to survey questions. Not acceptable to graduate degrees in SURV.

**SURV 430 Questionnaire Design** (3) The stages of questionnaire design; developmental interviewing, question writing, question evaluation, pretesting, and questionnaire ordering and formatting. Reviews of the literature on questionnaire construction, the experimental literature on question effects, and the psychological literature on information processing. Examination of the diverse challenges posed by self versus proxy reporting and special attention is paid to the relationship between mode of administration and questionnaire design. [Note: Approval for this new course is pending.]

**SURV 672 Introduction to the Federal Statistical System and the Survey Research Profession** (1) Restricted to JPSM degree seeking student. The U.S. statistical system and its goals are reviewed. The federal statistical agencies are described, and their primary missions and data collections are examined. The statistical systems of other countries are compared with the U.S. system. Organizational and budgetary aspects are presented. Students will learn about organizations and groups outside of the Federal
Statistical System that affect the actions of the System. These include other governmental units, professional associations, and advisory groups created by the agencies themselves. Students will review current laws regarding privacy and confidentiality affecting government agency work and consider a variety of ethical issues confronting government statisticians.

ELECTIVE SURVEY METHODS COURSES

**SURV 623 Data Collection Methods in Survey Research (3)** Review of alternative data collection methods used in surveys, concentrating on the impact these techniques have on the quality of survey data, including measurement error properties, levels of nonresponse and coverage error. Reviews of the literature on major mode comparisons (face-to-face interviewing, telephone survey and self-administered questionnaires), and alternative collection methods (diaries, administrative records, direct observation, etc.). The statistical and social science literatures on interviewer effects and nonresponse, and current advances in computer-assisted telephone interviewing (CATI), computer-assisted personal interviewing (CAPI), and other methods such as touchtone data entry (TDE) and voice recognition (VRE).

**SURV 625 Applied Sampling (3)** Prerequisite: Statistics course approved by the department. Practical aspects of sample design. Topics include: probability sampling (including simple random, systematic, stratified, clustered, multistage and two-phase sampling methods), sampling with probabilities proportional to size, area sampling, telephone sampling, ratio estimation, sampling error estimation, frame problems, nonresponse, and cost factors.

**SURV 632 Social and Cognitive Foundations of Survey Measurement (3)** Major sources of survey error—such as reporting errors and nonresponse bias—from the perspective of social and cognitive psychology and related disciplines. Topics: psychology of memory and its bearing on classical survey issues (e.g., underreporting and telescoping); models of language use and their implications for the interpretation and misinterpretation of survey questions; and studies of attitudes, attitude change, and their possible application to increasing response rates and improving the measurement of opinions. Theories and findings from the social and behavioral sciences will be explored.
From: Katharine Abraham
To: Katharine Abraham; Tom Porter
Subject: Re: FW: Seeking letter of support for new Minor in Survey Methodology

>>> Tom Porter <ANSC-Chair@umd.edu> 4/15/2010 12:51 PM >>>
Dear Dr. Abraham,

Our department (ANSC) is the home department for the Biometrics (BIOM) program. Dr. Chris Hakenkamp has instructed the course for several years now, and her student and peer evaluations are excellent. We intend to offer BIOM301 every Fall and Spring semester for the foreseeable future. I have no concerns about accommodating the number of students described in your email below. However, if resources become increasingly scarce due to budget cuts and budget reallocations, we may be forced to reevaluate the number of sections of BIOM301 offered. I do not see that as a problem during the next year or two. Please let me know if this email is sufficient or if you need a signed paper copy.

Thank you for thinking of us, and best of luck on your proposed minor in Survey Methodology.

Tom Porter
Tom E. Porter, Ph.D. Professor and Chair Department of Animal and Avian Sciences University of Maryland College Park, MD 20742 Tel.: 301-405-2516 Fax: 301-405-7980

Leon H. Slaughter wrote:

Tom,

BSOS is proposing a new minor in survey methodology. Among the list of courses student would have the option of taking BIOM301. BSOS is requesting permission to include 301. Do you see any problems/issues? Please let me know and I will get to them.

Thanks,

Leon

-----Original Message-----
From: Katharine Abraham [mailto:kabraham@survey.umd.edu]
Sent: Thursday, April 15, 2010 6:33 AM To: Leon H. Slaughter
Cc: kabraham-contact
Subject: Seeking letter of support for new Minor in Survey Methodology

Dear Dr. Slaughter,

I am the Associate Director of the Joint Program in Survey Methodology and am writing to you in connection with a new Minor in Survey Methodology that we are developing. A description of the planned Minor is attached. One of the requirements of the Minor is that students take two statistics/research methods courses. The proposed list of options for the first of these courses includes BIOM 301. In order for the Minor to be approved, we must be able to document that we have the support of each Department offering one or more courses that may be taken to fulfill the Minor requirements. Although I see that the person who has been teaching BIOM 301 is a Lecturer in the Department of Animal and Avian Sciences, I was not certain whether or not that Department has continuing responsibility for the course and thought therefore I would start with you. Would you be able to send me a letter or email expressing your support for the new Minor or let me know who I should contact about this?

I should say that we do not expect enrollment in the Minor to be large- no more than a handful to start with and never more than a maximum of 25 students - and I would be surprised if very many of them
chose to take BIOM 301 to fulfill the statistics/research methods requirement, though we would like to have the course included on our list of options.

If you have any questions about what we are proposing or would find it helpful for me to send you sample language for a letter of support for the Minor, please just let me know. My contact information appears below and I look forward to your reply.

Many thanks,

Katharine Abraham

Professor Katharine G. Abraham
Joint Program in Survey Methodology
1218 LeFrak Hall
University of Maryland
College Park, MD 20742
301-405-1004
301-314-7912 (FAX) kabraham@survey.umd.edu
Hi Katharine:

Your proposal to offer a new minor in Survey Methodology presents an exciting opportunity for CCJS majors who plan to work for criminal justice agencies, research firms, or continue to graduate school. We would like our students to have the opportunity to develop the skill set and knowledge they would gain from the minor. With your careful description of CCJS 200 as one of several courses that can be used to complete the minor requirements (recognizing that the course may not always be available for nonmajors), we are now able to offer our full support for this proposal. Please let me know if I can do anything further to assist JPSM to move it forward.

Best regards,

Sally

Sally S. Simpson
Professor and Chair
Department of Criminology and Criminal Justice
2220 LeFrak Hall
University of Maryland
College Park, MD. 20742
301, 405-4726 (phone)
301, 405-4733 (fax)

Dear Sally,

I am writing to you as Chair of the Department of Criminology and Criminal Justice to follow up on my earlier request for an email or letter of support for the new Minor in Survey Methodology that is being developed by the Joint Program in Survey Methodology. You had expressed some concern about the effect of the Minor on enrollments in CCJS 200. The description of the proposed Minor has been revised to make clear that the fact of a course being listed as one of the acceptable options towards fulfilling the statistics/research methods requirement for the Minor does not mean students accepted into the Minor necessarily will be able to take that class. The revised description of the planned Minor is attached; the changes are shown in "track changes." I hope that, with the changes we have made in the proposal, you will be able to offer your support.

If you have any remaining questions or would like to discuss this further, please let me know. My contact information appears below and I look forward to your reply.

Many thanks!

Katharine
Dear Dr. Abraham,

I think this is a great idea. This minor should really complement an ECON major, giving students valuable skills in an area that would open up some otherwise unavailable job market opportunities. We have no objection to allowing ECON 321 and ECON 422 to be used as statistics options for students who are pursuing the Minor in Survey Methodology.

Sincerely,

Peter Murrell, Chair
Department of Economics

----- Original Message ----- 
From: "Katharine Abraham" <kabraham@survey.umd.edu>
To: <murrell@econ.umd.edu>
Cc: <Clement@econ.bsos.umd.edu>; "Katharine Abraham" <kabraham@survey.umd.edu>
Sent: Wednesday, April 14, 2010 10:24 PM
Subject: Seeking letter of support for new Minor in Survey Methodology

> Dear Peter,
> 
> I am writing to you as Chair of the Department of Economics to request an email or letter of support for a new Minor in Survey Methodology that is being developed by the Joint Program in Survey Methodology. This is something I have discussed with Cindy Clement, who thinks it could be of interest to some of your undergraduates. A description of the planned Minor is attached. One of the requirements of the Minor is that students take two statistics/research methods courses. The options for the first of these courses include ECON 321; the options for the second course include ECON 422. In order for the Minor to be approved, we must be able to document that we have the support of each Department offering one or more courses we have listed as an option for fulfilling the Minor requirements.
> 
> We do not expect enrollment in the Minor to be large - no more than a handful to start with and never more than a maximum of 25 students - and I suspect that it would primarily be your Majors who would choose to take ECON courses to fulfill the Minor's statistics/research methods requirements.
> 
> If you have any questions about what we are proposing or would find it helpful for me to send you sample language for a letter of support for the Minor, please just let me know. My contact information appears below and I look forward to your reply.
> 
> Many thanks,
> Katharine
> Professor Katharine G. Abraham
> Joint Program in Survey Methodology
> 1218 LeFrak Hall
> University of Maryland
> College Park, MD 20742
> 301-405-1004
> 301-314-7912 (FAX)
> kabraham@survey.umd.edu
>

CC: <Clement@econ.bsos.umd.edu>, "Katharine Abraham" <kabraham@survey.umd.edu>
Katharine G. Abraham
Professor and Assistant Director, Joint Program in Survey Methodology
1218 LeFrak Hall
University of Maryland
College Park, MD 20742
301.405.1004 kabraham@survey.umd.edu

22 April 2010

Dear Prof. Abraham,

I am excited to learn about the proposed minor in Survey Methodology. I think it will be a welcome addition to our campus's offerings, reflecting the importance that quality data play in so many aspects of our society. With regard to the statistics requirements, the first course in particular, I support the inclusion of EDMS451 among the many campus options listed as part of your proposal. The demand for this course on campus is quite high, but we would be delighted to have your students among those filling our available seats.

If I may provide further information, please don't hesitate to ask.

Sincerely,

Gregory R. Hancock
Professor and Chair
Dear Katherine:

Your proposal is an excellent initiative, and you have the strong support of our department. Our Director of Undergraduate Studies, Karen Kaufmann, is especially enthusiastic. best, Mark L.

Mark Irving Lichbach
Professor and Chair
Department of Government and Politics
University of Maryland
3140 Tydings Hall
College Park, Maryland 20742-7231

tel: 301 405 4160
fax: 301 314 9690
email: mlichbach@gvpt.umd.edu
http://www.bsos.umd.edu/gvpt/lichbach/

I am writing to you as Chair of the Department of Government and Politics to request an email or letter of support from you or your Director of Undergraduate Studies for a new Minor in Survey Methodology that is being developed by the Joint Program in Survey Methodology. A description of the planned Minor is attached. We are hopeful that it might be of interest to a few of your better undergraduate students each year. One of the requirements of the Minor is that students take two statistics/research methods courses. The options for the first of these courses include GVPT 422. In order for the Minor to be approved, we must be able to document that we have the support of each Department offering one or more courses we have listed as an option for fulfilling the Minor requirements.

We do not expect enrollment in the Minor to be large - no more than a handful to start with and never more than a maximum of 25 students - and I would be very surprised if a large number chose to take GVPT 422 to fulfill the Minor requirement, though we would to include that course on our list of options.

If you have any questions about what we are proposing or would find it helpful for me to send you sample language for a letter of support for the Minor, please just let me know. My contact information appears below and I look forward to your reply.

Many thanks,

Katharine

Professor Katharine G. Abraham
Joint Program in Survey Methodology
1218 LeFrak Hall
University of Maryland
College Park, MD  20742
301-405-1004
301-314-7912 (FAX)
kabraham@survey.umd.edu

CC:  "Karen Kaufmann" <kkaufmann@gvpt.umd.edu>
April 15, 2010

Professor Katharine G. Abraham
Joint Program in Survey Methodology
1218 LeFrak Hall
University of Maryland
College Park, MD  20742

Dear Prof. Abraham:

The proposed Undergraduate Minor in Survey Methodology will be a terrific addition to the minor areas available to UMD students and I am pleased to support it on behalf of our department. In fact, I think this minor will be a very attractive one for Psychology majors.

We do not envision that including PSYC200 in course list will impose a burden on us.

All best wishes in bringing this endeavor to fruition.

Sincerely yours,

[Signature]

Professor and Chair
April 15, 2010

Professor Katharine G. Abraham
Joint Program in Survey Methodology
1218 LeFrak Hall
University of Maryland
College Park, MD 20742

Dear Katharine:

Sociology is enthusiastic about JPSM’s plans to develop a minor in survey methodology. We think it will be a great opportunity for Maryland undergraduates and offers them another advantage of our location in the Washington area. We are pleased to be able to contribute Sociology 201 and Sociology 401 as options for fulfilling the statistics requirement for the minor.

Please let us know how else we can assist in this worthwhile endeavor.

Sincerely,

Reeve Vanneman
Chair, Sociology
Dear Katharine -- I think the Minor in Survey Methodology is a good idea and I am pleased to support it. I should point out that the course sequence STAT 400-STAT 420 is not viable; STAT 420 carries a prerequisite of STAT 410, which is a much more rigorous introduction to probability than STAT 400. However STAT 410-STAT 401 is a reasonable sequence. I suggest that you modify your proposal to clarify this issue.

Paul J. Smith
Director, STAT Program

On Wednesday 14 April 2010 21:52, you wrote:
> Dear Paul,
> 
> I am writing to you as Director of the Statistics Program in the
> Department of Mathematics to request an email or letter of support for a
> new Minor in Survey Methodology that JPSM is developing. A description
> of the planned Minor is attached. One of the requirements of the Minor
> is that students take two statistics/research methods courses. The
> options for the first of these courses include STAT 400 and STAT 410;
> the options for the second course include STAT 401 and STAT 420. In
> order for the Minor to be approved, we must be able to document that we
> have the support of each Department offering one or more courses we have
> listed as an option for fulfilling the Minor requirements.
> 
> We do not expect enrollment in the Minor to be large - no more than a
> handful to start with and never more than a maximum of 25 students - and
> I suspect that at least some of those choosing to take STAT courses to
> fulfill the requirements of the Minor would have taken those courses
> anyway.
> 
> If you have any questions about what we are proposing or would find it
> helpful for me to send you sample language for a letter of support for
> the Minor, please just let me know. My contact information appears
> below and I look forward to your reply.
> 
> Many thanks,
> 
> Katharine
> 
> Professor Katharine G. Abraham
> Joint Program in Survey Methodology
> 1218 LeFrak Hall
> University of Maryland
> College Park, MD 20742
> 301-405-1004
> 301-314-7912 (FAX)
> kabraham@survey.umd.edu
CC: <amk@math.umd.edu>
Dear Katharine,

This is to confirm our earlier discussion regarding the JPSM minor. Students enrolled in the JPSM minor who have successfully completed the first statistics course in the minor (BIOM 301, CCJS 200, EDMS 451, GVPT 422, or PSYC 200) will be eligible to enroll in SOCY401: Intermediate Statistics.

Linda

Linda L. Moghadam
Director,
Sociology Undergraduate Program
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College Park, MD 20742
301-405-7365