



West Virginia Higher Education Policy Commission

1018 Kanawha Boulevard, East, Suite 700  
Charleston, West Virginia 25301  
www.wvhepc.edu

**SPONSORED RESEARCH AGREEMENT**

**Project**

NDSU will provide the survey instruments, data analysis, and reporting. The WV HEPC will support the data collection for the survey instruments as needed.

Key activities include 1) Analysis of Exit Survey data; 2) Analysis of Transition to Teaching Survey data; 3) Analysis of Supervisor Survey data; and 4) Development of data tables and reports.

In order for NDSU to perform the Project, the institution agrees to provide the following information through approved electronic transfer:

- Student survey responses from the *Exit Survey* cleaned to specifications provided by NDSU and in the provided data template
- Graduate student survey responses to the *Transition to Teaching Survey* cleaned to specifications provided by NDSU and in the provided data template
- Employer responses to the *Supervisor Survey* cleaned to specifications provided by NDSU and in the provided data template

**Calendar**

The institution agrees to submit the clean data in the provided template on or before the dates below:

<b>Instrument</b>	<b>Survey Administration</b>	<b>Data Submission to HEPC</b>	<b>Data Reports provided by NDSU</b>
Exit Survey	Administered on academic-year basis near the end of every fall, spring, and summer term to all graduating students.	By June 15, 2017	By October 31, 2017
Transition to Teaching Survey	Every spring semester to all graduates/program completers from the previous academic year.	By June 15, 2017	By October 31, 2017
Supervisor Survey	Every spring semester to supervisors of graduates from the previous academic year who have entered the teaching profession with full-time or part-time status.	By September 1, 2017	By January 30, 2018

**Cost**

The institution agrees to pay the total cost provided below.

Task	Total
Cleaning an aggregate data set submitted in data template	\$150
Data Analysis and Aggregate Report Calculation	
Institutional report at 3 reports per institution	\$600
Qualtrics	\$500
Materials & Technical Support (paid by HEPC)	(\$800)
<b>Total Cost</b>	<b>\$1250</b>

**Institutional Contact**

The contact person will be trained on the survey instruments and be responsible for cleaning and submitting the survey responses as outlined by NDSU.

LeAnn Johnson  
Contact Name

LJOHNSON@SHEPHERD.EDU  
Email

**Payment Due**

The institution agrees to remit payment on or before December 15, 2016.

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Shepherd University  
Institution Name

Mary G. C. Hendrix  
Authorized Signature

1/7/17  
Date

APPROVED AS TO FORM  
GENERAL COUNSEL