

SN 1272

CONTENTS

CODING MANUAL	1
DEPARTMENT CODES	16
QUESTIONNAIRE	19

Organization of Social Science ResearchCoding Manual for Departments' Questionnaire

<u>no.</u>	<u>Col. no.</u>	<u>CARD 1</u>
	1 - 4	Case number (working serial number)
	5	Card number = 1
1	6	Type of Department 1. University 2. Polytechnic
5	7	Geographical Region 0. Northern Wales (RG Standard Region I) 1. E. & W. Ridings (" " II) 2. North Midland & Midlands (" III & IX) 3. Eastern (" IV) 4. South-Eastern (" V) 5. Southern & South Western (" VI & VII) 6. Wales (" VIII) 7. North Western (" X) 8. Greater London (" XI) 9. Scotland (" XII)
3	8	Urban/Rural Situation 1. Large conurbation 2. Other urban 3. Rural Large Conurbations - Greater London Birmingham Bradford Bristol Coventry Hull Leeds Leicester Liverpool Manchester Nottingham Sheffield Stoke-on-Trent Teeside Wolverhampton Cardiff Edinburgh Glasgow
2	9	Type of University 1. Oxbridge 2. London 3. Provincial 4. New campus 5. Technological 6. Scottish 7. Welsh 8. N. Ireland 9. Not a University Department
1	10 & 11	Subject of Department see list A
4 a)	12 & 13	Social Science Research Staff - salaried by Univ/College - full time code exact no. of staff 99 = 99 staff or over
	14 & 15	Social Science Research Staff - salaried by Univ/College - part-time (code as above)

. no:	Col. no:	
	16 & 17	Social Science Research Staff - salaried by other Organization* - full-time
	18 & 19	" " " " " " " " " - part-time
	20,21,22	" " " " - TOTAL IN FULL-TIME EQUIVALENTS
4 a)	23 & 24	Teaching Staff doing funded Social Science Research - salaried by Univ/Colleg - full-time LAST DIGIT = DECIMAL PLACE
	25 & 26	" " " " " " " " " " " " - part-time
	27 & 28	" " " " " " " " " " " other Organization - full-time
	29 & 30	" " " " " " " " " " " - part-time
	31, 32,33	" " " " " " " " - TOTAL IN FULL-TIME EQUIVALENTS LAST DIGIT = DECIMAL PLACE
4 a)	34 & 35	Social Science Teaching Staff not doing funded research - salaried by Univ/ College - full-time
	36 & 37	" " " " " " " " " " " - part-time
	38 & 39	" " " " " " " " " - salaried by other Organization - full-time
	40 & 41	" " " " " " " " " " " - part-time
	42,43,44	" " " " " " " " - TOTAL IN FULL-TIME EQUIVALENTS LAST DIGIT = DECIMAL PLACE
4 a)	45 & 46	Non Social Science Research Staff - salaried by Univ/College - full-time
	47 & 48	" " " " " " " " " - part-time
	49 & 50	" " " " " " " " " - salaried by other Organization - full-time
	51 & 52	" " " " " " " " " - part-time
	53,54,55	" " " " " " " " - TOTAL IN FULL-TIME EQUIVALENTS LAST DIGIT = DECIMAL PLACE
4 a)	56 & 57	Teaching Staff doing funded non social science research - salaried by Univ/College - full-time
	58 & 59	" " " " " " " " " " " - part-time
	60 & 61	" " " " " " " " " - salaried by other Organization - full-time
	62 & 63	" " " " " " " " " " " - part-time

*includes non-salaried

<u>Q. no</u>	<u>Col. no</u>	
	64,65,66	Teaching Staff doing funded non social science research - TOTAL IN FULL-TIME EQUIVALENTS
	77-80	Job number = 7202

LAST DIGIT = DECIMAL PLACE

CARD 2

Q. no: Col. no:

	1 - 4	Case number (working serial no:)
	5	Card number = 2
a)	6 & 7	Teaching Staff doing no funded research - salaried by Univ/College - full-time
	8 & 9	" " " " - " " - part-time
	10 & 11	" " " " - " " other Organization - full-time
	12 & 13	" " " " - " " " " part-time
	14,15,16	" " " " - TOTAL IN FULL-TIME EQUIVALENTS LAST DIGIT = DECIMAL PLACE
a)	17 & 18	Research Support Staff - salaried by Univ/College - full-time
	19 & 20	" " " - " " - part-time
	21 & 22	" " " - salaried by other Organization - full-time
	23 & 24	" " " - " " " - part-time
	25,26,27	" " " - TOTAL IN FULL-TIME EQUIVALENTS LAST DIGIT = DECIMAL PLACE
a)	28 & 29	Other supporting staff - salaried by Univ/College - full-time
	30 & 31	" " - " " - part-time
	32 & 33	" " - " " other Organization - full-time
	34 & 35	" " - " " " - part-time
	36,37,38	" " - TOTAL IN FULL-TIME EQUIVALENTS LAST DIGIT = DECIMAL PLACE
a)	39 & 40	Postgraduate Students - non salaried - full-time
	41 & 42	" " - " " - part-time
	43, 44,45	" " - TOTAL IN FULL TIME EQUIVALENTS LAST DIGIT = DECIMAL PLACE
a)	46 & 47	Total Personnel - salaried by Univ/College - full-time (EXCLUDING POST GRADUATE STUDENTS)
	48 & 49	" " - " " - part-time
	50 & 51	" " - salaried by other Organization - full-time 11
	52 & 53	" " - " " " - part-time 11
	54,55,56	" " - TOTAL IN FULL TIME EQUIVALENTS 11 LAST DIGIT = DECIMAL PLACE
b)	57	Whether any social science research or teaching staff doing funded research in past two years

1. Yes (including those with any in rows a x b at 4)

2. No

<u>}. no</u>	<u>Col. no</u>	
5 a)	58 & 59	Full time research staff employed for a specific period of time (code exact no)
5 a)	60 & 61	Part time research staff employed for a specific period of time
5 a)	62 & 63	Full time research staff employed for an indefinite period
5 a)	64 & 65	Part time " " " " " " "
5 a)	66 & 67	Full time research staff on permanent tenure
5 a)	68 & 69	Part time " " " "
	77 - 80	Job number = 7202

Q. no:	Col. no:	CARD 3
	1 - 4	Case number (working serial no:)
	5	Card number = 3
b)	6 & 7	Full time research staff spending 1 - 25% of time on research
b)	8 & 9	Part time " " " " " "
b)	10 & 11	Full time " " " 26 - 50% " "
b)	12 & 13	Part time " " " " " "
b)	14 & 15	Full time " " " 51 - 75% " "
b)	16 & 17	Part time " " " " " "
b)	18 & 19	Full time " " " 76 - 100% " "
b)	20 & 21	Part time " " " " " "
c)	22 & 23	Full time research staff - men
c)	24 & 25	Part time " " - "
c)	26 & 27	Full time " " - women
c)	28 & 29	Part time " " - "
(i)	30	Use of scholarly and scientific journals 1. Yes 2. No
(ii)	31	Use of other journals for specialized or lay audiences 1. Yes 2. No
(iii)	32	Use of books 1. Yes 2. No
(iv)	33	Reports to Government or Local Authority Bodies 1. Yes 2. No
(v)	34	Reports to public bodies or corporations 1. Yes 2. No
(vi)	35	Reports to clients 1. Yes 2. No
(vii)	36	Press releases and press conferences 1. Yes 2. No

<u>Q. no</u>	<u>Col. no</u>	
6(viii)	37	Seminars, conferences and speeches 1. Yes 2. No
6 (ix)	38	Other media used 1. Yes 2. No
6	39	Number of types of media used 0. none code no directly
7 a)	40	Sum of Expenditure on Social Science Research 0. nil 1. up to and including £2,500 2. £2,501 - up to and including £5,000 3. £5,001 - " " " £10,000 4. £10,001 - " " " £15,000 5. £15,001 - " " " £25,000 6. £25,001 - " " " £50,000 7. £50,001 - " " " £100,000 8. £100,001 - " " " £150,000 9. over £150,000
7 b)	41	Percentage of funds from Universities 0. none 1. 1% - 10% 2. 11 - 25% 3. 26 - 50% 4. 51 - 75% 5. 76 - 90% 6. 91 - 100% 9. no funded social science research conducted in last financial year
7 b)	42	Percentage of funds from S.S.R.C. (Code as for Col. 41)
7 b)	43	Percentage of funds from Central Government Bodies (code as for Col. 41)
7 b)	44	Percentage of funds from Local Authorities (code as for Col. 41)
7 b)	45	Percentage of funds from Public Bodies (code as for Col. 41)
7 b)	46	Percentage of funds from Private commercial or industrial Organizations (code as for Col. 41)
7 b)	47	Percentage of funds from British Foundations (code as for Col. 41)
7 b)	48	Percentage of funds from Endowments etc. (code as for Col. 41)

<u>Q. no:</u>	<u>Col. no:</u>	
7 b)	49	Percentage of funds from Foreign Organizations (code as for Col. 41)
7 b)	50	Percentage of funds from Independent non-profit-making organizations (including professional associations) (code as for Col. 41)
7 b)	51	Percentage of funds from private individuals (code as for Col. 41)
7 b)	52	Percentage of funds from other unspecified sources (code as for Col. 41)
8 a)	53	Size of Department compared with 3 years ago <ol style="list-style-type: none"> 1. more than 100% larger now 2. 51 - 100% larger 3. 26 - 50% larger 4. 1 - 25% larger 5. the same size 6. 1 - 10% smaller 7. more than 10% smaller 8. no funded research conducted/Dept. did not exist
8 b)	54	Expected size of Department in 3 years' time <ol style="list-style-type: none"> 1. More than 100% larger 2. 51 - 100% larger 3. 26 - 50% " 4. 1 - 25% " 5. the same size 6. smaller 7. do not expect funded research to be conducted etc.

77 - 80

Job number = 7202

<u>Q. no</u>	<u>Col. no</u>	<u>CARD 4</u>
	1 - 4	Case number (working serial no.)
	5	Card number = 4
9	6	Number of projects listed
a(1)	7	Theory Testing & Development - Project I 1. Yes 2. No
a(1)	8	Ditto - Project II
	9	Ditto - Project III
	10	Ditto - Project IV
	11	Ditto - Project V
a (1)	12	Descriptive & Information - Project I 1. Yes 2 No
	13	Ditto - Project II
	14	Ditto - Project III
	15	Ditto - Project IV
	16	Ditto - Project V
a(1)	17	Methodological - Project I 1. Yes 2. No
	18	Ditto - Project II
	19	Ditto - Project III
	20	Ditto - Project IV
	21	Ditto - Project V
a(1)	22	Policy oriented/Evaluation Research - Project I 1. Yes 2. No
	23	Ditto - Project II
	24	Ditto - Project III
	25	Ditto - Project IV
	26	Ditto - Project V

Q. no:	Col. no:		
9 a(i)	27	Other remainder	- Project I
		1. Yes 2. No	
	28	Ditto	- Project II
	29	Ditto	- Project III
	30	Ditto	- Project IV
	31	Ditto	- Project V
	32 - 36	Blank	
9a(ii)	37	Main focus	- Project I
		1. Theory testing 2. Descriptive 3. Methodological 4. policy oriented/evaluation research 5. other remainder /(including mixed)	
	38	Ditto	- Project II
	39	Ditto	- Project III
	40	Ditto	- Project IV
	41	Ditto	- Project V
9 b	42	How project initiated	- Project I
		1. Project design and problem initiated by Staff of this Dept. 2. Approached with a problem by outside body - this Dept. designed project 3. Approached with problem and research design by outside body 4. Project came about through two-way process of consultation 5. other unspecified	
	43	Ditto	- Project II
	44	Ditto	- Project III
	45	Ditto	- Project IV
	46	Ditto	- Project V

Q. no	Col. no		
9 c	47	Main source of funds 0. None 1. University/College 2. SSRC 3. Central Government Organization 4. Local Authority 5. Public Body or Corporation 6. Private Commercial/Industrial Orgn. 7. Foundation /charity 8. Foreign or International Organization/Source 9. Other (including mixed)	- Project I
	48	Ditto	- Project II
	49	Ditto	- Project III
	50	Ditto	- Project IV
	51	Ditto	- Project V
9 d	52 -54	Number of Man-Years spent code no. directly THIRD DIGIT = DECIMAL PLACE	- Project I
	55-57	Ditto	- Project II
	58-60	Ditto	- Project III
	61-63	Ditto	- Project IV
	64-66	Ditto	- Project V
9 e	67	Survey method use 1. Yes - subcontracted 2. Yes - not subcontracted 3. No	- Project I
	68	Ditto	- Project II
	69	Ditto	- Project III
	70	Ditto	- Project IV
	71	Ditto	- Project V
	72-76	UNUSED	
	77 - 80	job number = 7202	

<u>no:</u>	<u>Col. no:</u>	<u>CARD 5</u>	
	1 - 4	Case number (working serial no:)	
	5	Card number = 5	
	6	Number of Projects listed	
f(i)	7	Type of computer facilities used	- Project I
		0. Computer analysis not carried out	
		1. facilities of own Univ/College	
		2. other non-commercial	
		3. commercial facilities	
		4. other (including mixtures)	
	8	Ditto	- Project II
	9	Ditto	- Project III
	10	Ditto	- Project IV
	11	Ditto	- Project V
f(ii)	12	Type of programme used	- Project I
		0. Computer analysis not carried out	
		1. Existing package	
		2. " " with minor modifications	
		3. specially written by Departmental staff	
		4. " " " Staff of Computer Centre	
		5. " " " other (ie. not own nor Computer Centre Staff)	
		6. other remainder /(including mixtures)	
	13	Ditto	- Project II
	14	Ditto	- Project III
	15	Ditto	- Project IV
	16	Ditto	- Project V
g(i)	17	Researchers in similar fields of study	- Project I
		1. Yes	
		2. No	
	18	Ditto	- Project II
	19	Ditto	- Project III
	20	Ditto	- Project IV
	21	Ditto	- Project V

<u>no</u>	<u>Col. no</u>		
g(1)	22	Other professional personnel	- Project I
		1. Yes	
		2. No	
	23	Ditto	- Project II
	24	Ditto	- Project III
	25	Ditto	- Project IV
	26	Ditto	- Project V
g(1)	27	Policy or Decision-makers	- Project I
		1. Yes	
		2. No	
	28	Ditto	- Project II
	29	Ditto	- Project III
	30	Ditto	- Project IV
	31	Ditto	- Project V
g(1)	32	Informed public opinion	- Project I
		1. Yes	
		2. No	
	33	Ditto	- Project II
	34	Ditto	- Project III
	35	Ditto	- Project IV
	36	Ditto	- Project V
g(1)	37	Other specified (a) Students	- Project I
		1. Yes	
		2. No	
	38	Ditto	- Project II
	39	Ditto	- Project III
	40	Ditto	- Project IV
	41	Ditto	- Project V
g(1)	42	Other remainder	- Project I
		1. Yes	
		2. No	
	43	Ditto	- Project II
	44	Ditto	- Project III
	45	Ditto	- Project IV
	46	Ditto	- Project V

Q. no:	Col. no:		
	47-51	Blank	
9 g(ii)	52	Major Audience	- Project I
		1. researchers in similar fields	
		2. other professional personnel	
		3. policy or decision-makers	
		4. informed public opinion	
		5. other specified (a) Students	
		6. other remainder /(including mixed)	
	53	Ditto	- Project II
	54	Ditto	- Project III
	55	Ditto	- Project IV
	56	Ditto	- Project V
9 h	57	Year of completion	- Project I
		1. 1968 or earlier	
		2. 1969	
		3. 1970	
		4. 1971	
		5. 1972	
		6. Project not completed	
	58	Ditto	- Project II
	59	Ditto	- Project III
	60	Ditto	- Project IV
	61	Ditto	- Project V
9 (i)	62	Sex of project Director	- Project I
		1. Male	
		2. Female	
		3. Both (i.e. Dual directorship)	
	63	Ditto	- Project II
	64	Ditto	- Project III
	65	Ditto	- Project IV
	66	Ditto	- Project V

<u>Q. no</u>	<u>Col. no</u>		
9 (j)	67	Age of Project Director	- Project I
		1. Up to 25 yrs.	
		2. 26-35 yrs.	
		3. 36-45 yrs.	
		4. 46 yrs. or over	
		5. Dual Directorship	
	68	Ditto	- Project II
	69	Ditto	- Project III
	70	Ditto	- Project IV
	71	Ditto	- Project V
9 (k)	72	Whether findings submitted for higher degree	- Project I
		1. Findings submitted	
		2. Findings not submitted	
	73	Ditto	- Project II
	74	Ditto	- Project III
	75	Ditto	- Project IV
	76	Ditto	- Project V
	77-80	Job number = 7202	

1272

ORGANIZATION OF SOCIAL SCIENCE RESEARCH

DEPARTMENTS' QUESTIONNAIRE

DEPARTMENT OR FIELD OF STUDY

Social Science Departments

<u>Code</u>	
01	Sociology, Social Science, Social Studies, Social Institutions
02	Social Administration, Social Work, Social Work and Administration
03	Combined 01 and 02
04	Combined 01/02 and other social science subjects
05	Combined 01/02 and Arts/Humanities subjects
06	Combined 01/02 and other subjects
07	Social Anthropology/Anthropology
08	Economics, Political Economy, Applied Economics, Int. Econ. Studies
09	Combined Economics and other (except those coded 04)
10	Politics, Government, Political Science, Local Government
11	International Relations, War Studies, Military Studies
12	Combined 10 and 11
13	Combined 10/11 and other (except those coded 04 and 09)
14	Economic History/Social History/Economic and Social History
15	Industrial Relations, Industrial Admin. Eur. Industrial Studies
16	Business Studies, Business Administration, Marketing, Commerce
17	Management
18	Behaviour in Organizations, Communications, Cybernetics
19	Combined 15-18
20	Combined 15-18 and other (except those coded 04, 09 and 13)
21	Public Administration
22	Combined Public Administration and other (except those coded 04, 09, 13 or 20)
23	Law, Civil Law, Commercial Law, Jurisprudence/Public/Private/Admin. etc.
24	Criminology
25	Combined 23 and 24
26	Combined 23/24 and other (except those coded 04, 09, 13, 20 or 22)
27	Education (including Institute of Education)
28	Adult Education, Extra-Mural Studies
29	Combined 27/28 and other (except those coded 04, 09, 13, 20, 22 or 26)
30	Urban, rural and regional planning, planning, transportation studies/Environmental sciences or studies
31	Combined 30 and other (except those coded 04, 09, 13, 20, 22, 26 or 29)
32	Geography (social, human, etc.)
-	Regional Studies coded below codes 50-70

7

Code

- 33 Combined Geography and other (except those coded 04, 09, 13, 20, 22, 26, 29 or 31)
- 34 Social Psychology, Occupational Psychology/Educ. & Developmental Psychology
- 35 Other Psychology (eg. experimental or solely 'Psychology') Psychological Medicine, animal psych. physical psych. clinical psychology.
- 36 Combined 34/35 and other (except those coded 04, 09, 13, 20, 22, 26, 29, 31, 33)
- 37 Philosophy, Logic, Moral Philosophy, Moral Science, Ancient Philosophy, Political Philosophy
- 38 (History and) Philosophy of Science
- 39 Combined 37/38 and other (except those coded 04, 09, 13, 20, 22, 26, 29, 31, 33, 36)
- 40 Statistics, Mathematical Stats. Probability & Stats. Social Stats.
- 41 Computing, Computer Science, Computation, Computer Lab.
- 42 Combined 40/41 and other (except those coded 04, 09, 13, 20, 22, 26, 29, 31, 33, 36, 39)
- 43 Accountancy, Finance
- 44 Operational Research
- 45 Demography
- 46 Other social science subjects n.e.s.

Humanities Departments

- 50 African Languages & Studies (including Ethiopian)
- 51 Arabic " " (including Semitic, Hebrew, Islamic Studies)
- 52 Chinese " "
- 53 Classical " "
- 54 English " " (including Anglo-Saxon, Scottish etc.)
- 55 English & American " " (including American Studies)
- 56 French Language & Studies
- 57 German " "
- 58 Hispanic " " (including Spanish, Portugese, Latin-American Studies)
- 59 Italian " "
- 60 Oriental " " (including Persian, Turkish, Bengali, Hindi but excluding Arabic and Chinese)
- 61 Russian " " (including Russian and E. Eur.)
- 62 Scandinavian " " (including Swedish, Norwegian)
- 63 Slavonic & E. Eur. " (other than Russian)
- 64 Welsh and other Celtic Languages & Studies
- 65 West European Languages & Studies (not elsewhere specified)
- 66 French/German Languages & Studies
- 67 French/Hispanic " "
- 68 Other combinations of French, German, Italian and Hispanic
- 69 Slavonic/West European Languages and Studies
- 70 Other combinations of languages and studies and other (eg. Sanskrit & Comp. Philosophy, Anglo-Saxon, Norse & Celtic)

<u>Code</u>	
71	Languages, Modern Languages
72	History, American History, Scottish History/Modern History/History of Science & Tech.
73	Ancient History, Ancient Scottish History
74	Music
75	Art, Fine Art, History of Art, Scottish Arts & Crafts
76	Drama, Theatre Arts
77	Combined 75/76 and other (n.e.s.)
78	Theology, Divinity, Biblical Studies, Religious Studies, Philosophy of Religion
79	Archaeology, Archaeology and Anthropology, Palaeography, Numismatics
80	Linguistics, Romance Linguistics
81	Humanities or other Humanities subjects n.e.s.
82	Library Studies, Museum Studies, Bibliography, Information Science
83	Architecture/Building/Civic Design
84	Psychiatry
85	Mental Health
86	Child Health/Paediatrics/Child Life & Health
87	General Practice
88	Social Medicine/Occup. Medicine/Epidemiology & Preventive Medicine/Social & Preventive Medicine/Preventive Medicine & Public Health/Public Health
89	Nursing Studies
90	Nutrition
91	Other non-social science or humanities subjects

Department
1272

SURVEY ON THE ORGANIZATION OF SOCIAL SCIENCE RESEARCH

conducted in the United Kingdom by the
Survey Unit of the Social Science Research Council

Please complete the questionnaire by putting a ring around the number beside the answer of your choice, or by writing in the answer where appropriate. Please do not write in the margins except when asked to answer by ringing a code number in the inner margin.

Notes giving guidance on the answering of individual questions will be found opposite each question, on the facing page.

Please read the notes before you answer each question.

- 1 Title of Department
- 2 Name of University / College
- 3 Address of Department

NOTES

- Please feel free to write in any additional comments you think appropriate, either on the questionnaire or on a separate sheet.
- Note that this questionnaire refers only to the 'Department', and not to any attached but separate research centres, units, etc. We are interested only in personnel and research, etc. included within the budget of the Department.

- Question 4(a)**
- This question refers to the present time, but temporary personnel (e.g. coding or other staff engaged only for the duration of a specific task) should *not* be included, whereas professional staff temporarily on leave should be included.
 - The subdivision of staff into social science fields and non-social science fields refers to the field in which staff are working at present, and *not* to the field in which they may have qualifications, (e.g. a person with a medical qualification now doing social science research should be counted as social science staff). For our purposes social science research is that within any of the following disciplines or fields of study: area studies, business management, criminology/delinquency studies, demography, economics, economic and social history, education, health/mental health/rehabilitation, human geography, industrial relations, law, linguistics, market and opinion research, urban or rural planning, political science/government, social psychology, public administration, social anthropology/ethnography, social welfare/social administration, sociology.
 - As stated in our covering letter this questionnaire is primarily concerned with research which receives some separate funding. By funded research we mean research which receives financial support to cover all *or a part* of the costs of its operation. Thus in this question the research conducted by members of the teaching staff which is financed only by their salary would not be counted as funded research and they should therefore be included in rows (c) or (f) (depending upon whether their research is within the field of social science or not). Research conducted by teaching staff for which they receive financial support over and above their salary (whether the funds come from within the University/College or from outside, and regardless of the size of the sum involved) would however be counted as funded research, and such staff should be included in rows (b) or (e). Research conducted by research staff (e.g. Research Fellows or Associates) is counted as funded research.
 - If any of your staff could be included in more than one of the rows, in that he is engaged on both social science and non-social science research or teaching, please count him once only and give priority to that field in which he spends the bulk of his time.
 - 'Research support staff' and 'other supporting staff' should include both social science and non-social science fields.
 - List under 'postgraduate students' (row i) those who are attached to the Department only for the fulfilment of thesis or other degree requirements.
 - Column (1) requires total numbers of personnel. These figures are then subdivided in Cols. (2) to (5) by payer of salary and by whether staff work full-time or part-time. The final column is again a 'total' column except that this time we require the numbers in full-time equivalents.
 - In columns (2) and (3) list the number of personnel who receive some or all of their salary from the College/University (regardless of the origin of the salary).
 - In columns (4) and (5) list personnel who are attached to the Department and participate regularly in its work even though they do not receive salary from the College/University. Non-salaried personnel will be, for example, those on bursaries, studentships, fellowships.

- Question 4(b)** - For definitions of 'funded' and 'social science' see notes to Question 4(a).

real y = not applicable

4 (a) Please show, in the table below, the numbers of professional and other personnel attached to the Department at the present time

	Total number of personnel at present (1)	Salaried by University/College		Salaried by other organization or non salaried		Total personnel in full-time equivalents (6)
		Employed full time (2)	Employed part-time (3)	Employed full time (4)	Employed part-time (5)	
PROFESSIONAL STAFF						
<u>Social Science Field</u>						
(a) - Research Staff						
(b) - Teaching Staff engaged in research receiving some separate funding (i.e. separate from salary)						
(c) - Teaching Staff not receiving separate research funding						
<u>Non Social Science Field</u>						
(d) - Research Staff						
(e) - Teaching Staff engaged in research receiving some separate funding (i.e. separate from salary)						
(f) - Teaching Staff not receiving separate research funding						
OTHER PERSONNEL						
(g) - Research support staff (e.g. coders, technicians, programmers)						
(h) - Other supporting staff (e.g. typists and secretaries)						
(i) - Postgraduate students						
TOTAL PERSONNEL						

Code

Col

1

1 - 4
5
6
7
8
9
10, 11

12 - 22

23 - 33

34 - 44

45 - 55

7202

56 - 66
77 - 80

1 - 4

2

5

6 - 16

17 - 27

28 - 38

39 - 45

46 - 56

IF YOUR DEPARTMENT CONTAINS AT PRESENT NO RESEARCH STAFF ENGAGED ON SOCIAL SCIENCE RESEARCH NOR ANY TEACHING STAFF ENGAGED ON FUNDED SOCIAL SCIENCE RESEARCH (i.e. NONE IN ROWS (a) & (b) ABOVE) ANSWER Q 4(b) ALL OTHERS GO TO Q 5

4 (b) Over the past two years has your Department contained any research or teaching staff engaged on funded social science research?

YES
NO

1
2

57

IF YOU ANSWERED 'NO' TO Q 4(b) PLEASE CONSIDER THE QUESTIONNAIRE COMPLETE AND RETURN IT TO US IN THE ENVELOPE PROVIDED

IF YOU ANSWERED 'YES' TO Q 4(b) PLEASE CONTINUE WITH THE QUESTIONNAIRE

NOTES

- Question 5** – This question refers to both full-time and part-time professional social science research staff (i.e. all those listed in row (a) at Question 4(a)).
In your answers please distinguish between full-time and part-time personnel.
- (a) – ‘Employed for a specific period of time’ includes those employed to work for the duration of one research project only.
- ‘Permanent tenure’ is a position in which the employee is granted occupational tenure until retirement age, does not have to apply for renewal of contract, and cannot be dismissed without ‘good cause’ (e.g. permanent mental or physical incapacity).
- (b) – Research includes giving guidance to students or junior staff on their research, travel and conferences in connection with research work, as well as those activities more directly connected with research.

Please give the following details about your total professional *research* staff engaged on social science research (i.e. only those mentioned in row (a) at Question 4(a)), by writing in the appropriate number of personnel, in each of the boxes

(IF THE DEPARTMENT CONTAINS NO PROFESSIONAL RESEARCH STAFF ENGAGED ON SOCIAL SCIENCE RESEARCH AT PRESENT PLEASE GO TO Q 6)

(a) Under what type of contract are they employed?

- number employed for a specific period of time
- number employed for an indefinite period of time (but subject to dismissal for redundancy reasons, etc) or on renewable contract
- number on permanent tenure

Employed	
Full-time	Part-time

58 - 61

62 - 65

~~66 - 69~~
68 - 71

7202

77 - 80

(b) What proportion of their time is spent on social science research (as opposed to teaching, administration, or other activities)?

Number spending the following proportions of their time on social science research -

- 1% - 25%
- 26% - 50%
- 51% - 75%
- 76% - 100%

Employer	
Full-time	Part-time

6 - 9

10 - 13

14 - 17

18 - 21

3

1 - 4

5

(c) How many are men and how many women?

- number of men
- number of women

Employed	
Full-time	Part-time

22 - 25

26 - 29

NOTES

6.

- Question 6**
- This question refers only to funded research.
 - More than one code may be circled in the 'Yes' column.
 - 'Other journals for specialized or lay audiences' includes for example New Society, Personnel & Training Management, Architects' Journal.
 - 'Central Government bodies' refers to organizations within government at a supra-departmental, inter-departmental or departmental level.
 - 'Public bodies or corporations' includes the Boards of nationalized industries as well as statutory organizations such as the SSRC.
 - 'Reports to clients' refers to clients other than those mentioned in (iv) or (v).

- Question 7(a)**
- Expenditure specifically on social science research includes that for salaries of research staff and research support staff, and for facilities, equipment, services, etc.

- Question 7(b)**
- Again, this question concerns funded research.
Do not include for example, salaries of teaching staff.
 - Percentages should add to 100%.
 - 'Foundations' refers to, for example, the Nuffield Foundation, the Joseph Rowntree Memorial Trust.
 - 'Foreign or international organizations' refers to, for example, U.N.E.S.C.O., N.A.T.O., Research Institute for the Study of Man (N.Y.).
 - All other categories in Question 7(b) refer only to United Kingdom bodies.

6 Which of the following media have been used over the past two years to communicate the results of your Department's social science research?

		Code		Col
		YES	NO	
(i)	scholarly and scientific journals	1	2	30
(ii)	other journals for specialized or lay audiences	1	2	31
(iii)	books published by commercial, University or Government publishers	1	2	32
(iv)	reports circulated to administrators and officials of central government bodies and local authorities	1	2	33
(v)	reports circulated to administrators and officials of non-governmental public bodies or corporations	1	2	34
(vi)	reports to clients (other than (iv) or (v) above)	1	2	35
(vu)	press releases and press conferences	1	2	36
(vii)	seminars, conferences and speeches for specialized audiences	1	2	37
(ix)	other media (SPECIFY)	1	2	38
(x)	none	0	-	39

7 (a) What was the approximate sum of the Department's expenditure specifically on social science research, in your most recent complete financial year? £ _____

40

(b) Approximately what percentage of your department's funds spent on social science research, in your most recent complete financial year, came from the following sources?

	% of funds	
(i) Universities	41	41
(ii) Social Science Research Council	42	42
(iii) Central Government bodies	43	43
(iv) Local Authorities	44	44
(v) Public bodies and corporations	45	45
(vi) Private commercial or industrial organizations	46	46
(vii) British Foundations	47	47
(viii) Endowments, capital investment, interest	48	48
(ix) Foreign or International organizations	49	49
(x) Other (SPECIFY)	50	50
		51
		52
(xi) No funded social science research conducted within Department in most recent complete financial year	9	

NOTES

Question 8(a) – Give equal weight to the research time of all staff engaged on funded social science
and (b) research or research support regardless of their status.

– At Question 8(b) we would like realistic expectations rather than hopes.

	Codes	Col
8. (a) Comparing the Department now with its size <i>three years ago</i> (in terms of the number of man-years devoted to social science research and research support) is it		
(i) more than 100% larger now	1	
(ii) 51% - 100% larger	2	
(iii) 26% - 50% larger	3	
(iv) 1% - 25% larger	4	53
(v) the same size	5	
(vi) 1% - 10% smaller now	6	
(vii) more than 10% smaller?	7	
(viii) no funded research conducted three years ago/ Department did not exist three years ago	8	
(b) How large (in terms of the number of man-years devoted to social science research and research support) do you expect the Department to be in <i>three years' time</i> ?		
(i) more than 100% larger than at present	1	
(ii) 51% - 100% larger	2	
(iii) 26% - 50% larger	3	54
(iv) 1% - 25% larger	4	
(v) the same size	5	
(vi) smaller than at present	6	
(vii) do not expect funded research to be conducted in the Department in three years time/do not expect Department to be in existence	7	
	7202	<u>77 - 80</u>

NOTES

Question 9

- This question refers only to projects conducted by the staff of your Department and *not* to those conducted by postgraduate students attached to the Department only for the purpose of fulfilling thesis or other degree requirements.
- Projects conducted by teaching staff may be included in your list, as long as they received some separate funding, as well as projects conducted by research staff.
- If your Department does not have five completed projects list as many as have been completed.
- Completed projects are defined as those where the main report has been written up. Longitudinal surveys or research programmes should be included when at least one major report has been written.
- If you have no completed projects list those for which some analysis has been completed.
- Please start with your most recent completed project (Project I) and work back.

(a) - At (i) you may circle more than one code in the 'yes' column, but if you do so, please write in at (ii) the type of research *mainly* involved.

(b) - Please circle only one code in each column.

- 'Outside body' includes other Departments or organizations of your own College/University.

could be card

+

(c) What was the main source of funds?

- University/College
- Social Science Research Council
- Central Government organization
- Local Authority
- Public Body or Corporation
- Private commercial or industrial organization
- Foundation
- Other (Specify)

Project I	Project II	Project III	Project IV	Project V
1	1	1	1	1
2	2	2	2	2
3	3	3	3	3
4	4	4	4	4
5	5	5	5	5
6	6	6	6	6
7	7	7	7	7
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

47-51

(d) What was the total number of professional man-years involved in this project?

--	--	--	--	--

52-61

(e) If survey method was used, was any part of it subcontracted?

- Survey method used - whole or part subcontracted
- Survey method used - NO part subcontracted
- Survey method NOT used

1	1	1	1	1
2	2	2	2	2
3	3	3	3	3

62-66

7202

77-80

Project I	Project II	Project III	Project IV	Project V
11	7	7	10	11
1	1	1	1	1
2	2	2	2	2
3	3	3	3	3
—	—	—	—	—
—	—	—	—	—
0	0	0	0	0

(f) If computer analysis was carried out please indicate:—

- (i) the type of computer facilities used —
- facilities of own University/College
 - other non-commercial regional or national facilities
 - commercial facilities
 - other (specify)
- computer analysis NOT carried out

5
1-4
5
6

7-11

- (ii) the type of programme used —
- existing package
 - existing package with minor modifications
 - specially written by staff of this department
 - specially written by staff of computer centre
 - other (specify)
- computer analysis NOT carried out

1	1	1	1	1
2	2	2	2	2
3	3	3	3	3
4	4	4	4	4
—	—	—	—	—
—	—	—	—	—
0	0	0	0	0

12-16

12 13 14 15 16

-
-
- (g) - At (l) you may circle more than one code in the 'yes' column, but if you do so, please write in at (u) the *major* audience for which the research findings were intended
- (i) - The project director is defined for our purposes as that researcher who is responsible for the day to day running of the project and the writing of the main report. It does not refer to the research supervisor or formal grant holder, unless the two are synonymous
- and (j)
- (k) - Include as submitted (code 1) findings which have not yet been, but are intended to be, submitted for a higher degree. The submission may be by anyone involved in the project

9. Please list below the titles of the FIVE most recent *completed* social science research projects conducted by staff of your Department, and circle codes or write in the answers to questions (a) to (k) for each project.

Title of Project I _____
 II _____
 III _____
 IV _____
 V _____

	Project I		Project II		Project III		Project IV		Project V		
(g) (i) For which of the following audiences were the research findings intended?	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO	
- Researchers in similar fields of study	1	2	1	2	1	2	1	2	1	2	17-21
- other professional personnel (including non-academics)	1	2	1	2	1	2	1	2	1	2	22-26
- policy or decision-makers (in governmental or private spheres)	1	2	1	2	1	2	1	2	1	2	27-31
- informed public opinion	1	2	1	2	1	2	1	2	1	2	32-36
- other (specify)	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	37-41
	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	42-46
	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	47-51
(ii) If you answered 'yes' to more than one audience, please indicate the major audience by writing here the appropriate answer from (i)											52-56
(h) In what year was the project completed (i.e. main report written up)?											57-61
(i) Sex of project director											
- Male	1		1		1		1		1		
- Female	2		2		2		2		2		62-66
(j) Age of project director at time of completion of project											
- up to 25 years	1		1		1		1		1		
- 26-35 years	2		2		2		2		2		67-71
- 36-45 years	3		3		3		3		3		
- 46 years and over	4		4		4		4		4		
(k) Were the research findings (or part of them) submitted as a thesis for a higher degree?											
findings submitted for a higher degree	1		1		1		1		1		
- findings not submitted for a higher degree	2		2		2		2		2		72-76