

1. Introduction

A research project on data collection activities by COSAM faculty is being conducted by Marisa Ramirez, Jeanine Scaramozzino and Karen McGaughey, California Polytechnic State University - San Luis Obispo.

With the deluge of data generated from science research, scholars are now faced with challenges of storing and managing datasets. The issue of data management has become more acute now that several funding agencies require data management plans and journal publishers are beginning to require scholars to provide the underlying datasets associated with their manuscripts.

The purpose of the study is to understand how Cal Poly COSAM faculty collect, record, manage and maintain information collected as part of their research efforts.

This survey contains 18 questions and may take up to 10 minutes to complete. If you choose, at the end of the survey you may submit your e-mail address and name to be entered into a drawing for a Starbucks gift certificate. (The first 50 respondents will be entered into a drawing for one of two \$25 Starbucks gift certificates. All respondents will be entered into a drawing for one of ten \$10 Starbucks gift certificates.)

Thank you for your participation in this research.

INFORMED CONSENT

You are being asked to take part in this study by completing the following questions. Please be aware that you are not required to participate in this research and you may discontinue your participation at any time without penalty. You may also choose to omit questions that you would prefer not to answer. The risks associated with participation in this study are no more than the participant would encounter in everyday life. Your responses will be kept confidential. The results of the survey will be aggregated and shared as a whole. After the drawing has been completed all identifiers will be deleted. Potential benefits associated with the study include deeper understanding of data curation activities. If you have questions regarding this study or would like to be informed of the results when the study is completed, please feel free to contact: Marisa Ramirez, Digital Repository Librarian, (mramir14@calpoly.edu), Jeanine Scaramozzino, College of Science and Math Librarian, (jscaramo@calpoly.edu), or Karen McGaughey, Assistant Professor, Statistics, (kmcgaugh@calpoly.edu). If you have questions or concerns regarding the manner in which the study is conducted, you may contact Dr. Steve Davis, Chair of the Cal Poly Human Subjects Committee, (sdavis@calpoly.edu), or Dr. Susan Opava, Cal Poly Dean of Research and Graduate Programs, (sopava@calpoly.edu). If you agree to voluntarily participate in this research project as described, please indicate your agreement by placing a check in the box next to the statement "I am voluntarily participating in this survey". Please print out this consent cover form for your reference.

* 1. I am voluntarily participating in this survey

Yes

2. 2

The term "data" is used in this survey to refer to any information that can be stored in digital form, including text, numbers, images, video or movies, audio, software, algorithms, equations, animations, models, simulations, etc. Such data may be generated by various means including observation, computation, or experimentation.

*** 2. Have you collected data through the course of your research? (please select one response)**

Yes

No

3. Response if they do not collect data

Thank you for your response.

Your response indicated that you do not collect data through the course of your research.

You do not qualify for the survey. Thank you for your time.

If you would like to be entered into a drawing for one of ten \$15 Starbucks Giftcards, please continue to the next page.

3. What is your academic role/title? (please select one response)

- Non-tenure track (lecturer, research associate, etc.)
- Assistant Professor
- Associate Professor
- Full Professor
- Professor Emeritus
- Other (please specify)

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4. What format does your data embody? (please select all that apply):

- Digital images,scans or x-rays
- Hardcopy images (print photographs, 35mm slides)
- Digital reports or notes (e.g.MS Word files)
- Spreadsheets (Excel, SAS, SPSS, tab-delimited text files, .csv files)
- Audio files
- Video files
- Lab or field notes (handwritten)
- Other (please specify)

6. 5

*** 5. Please select the two individuals or entities most responsible for data management during the research phase of your projects.**

- Myself
- Campus IT
- Lab manager
- External project partner
- Funding agency
- Private off-site storage vendor
- Graduate student
- Undergraduate student
- Nobody
- Other (please specify)

7.6

*** 6. Please select the two individuals or entities most responsible for data management after the research phase of your projects.**

- Myself
- Campus IT
- Lab manager
- External project partner
- Funding agency
- Private off-site storage vendor
- Graduate student
- Undergraduate student
- Nobody
- Other (please specify)

**7. Where do you typically store the primary copy of your digital data?
(please select all that apply)**

- Lab computer
- Office computer
- Home computer
- External hard drive
- CD/DVD
- USB flash drive
- Department or University server
- Library repository/server
- Disciplinary repository/server
- With a data storage service
- Other (please specify)

9. 8

*** 8. In general, are your digital data backed up? (please select one response)**

- Yes
- No
- Don't know

9. Please select the main location(s) where your active research data are typically backed up. (select up to two responses)

- Lab computer
- Office computer
- Home computer
- External hard drive
- CD/DVD
- USB flash drive
- Department or University server
- Library repository / server
- Disciplinary repository / server
- With a data storage service
- Other (please specify)

10. Please select the main location(s) where your past research data are typically backed up. (select up to two responses)

- Lab computer
- Office computer
- Home computer
- External hard drive
- CD/DVD
- USB flash drive
- Department or University server
- Library repository / server
- Disciplinary repository / server
- With a data storage service
- Other (please specify)

13. 12

12. Please rate how frequently you perform each of the activities by placing a check mark in the appropriate box.

	Always	Frequently	Occasionally	Rarely	Never
For my funded research, I include data management costs (i.e. hardware, software, technical support, etc.) in my research budget.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I create descriptive information (i.e. variable descriptions, metadata, data history, collection notes, etc.) about my data.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I reuse data for other projects (i.e. publications, posters, experiments, etc).	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I share my data with others beyond my research group.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I migrate my data to new media as older technologies become obsolete.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I follow criteria for preserving my data.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I have a formal research data management plan for preserving my data.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I educate myself on best practices for preserving my data.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

13. Please answer Yes, No, Don't Know or Not Applicable to the following questions by placing a check mark in the appropriate box.

	Yes	No	Don't Know	Not Applicable
Do you know what to do to ensure that the data are not accidentally modified or destroyed?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Do you think it is important to back up your data?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
For your funded research, do you think it is important to include data management costs in your research budget?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Are you aware of criteria for the creation of descriptive information to aid in discovery and reuse of data?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Do you think your data will be valuable to use on future projects (i.e. publications, posters, experiments, etc.)?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Do you think it is important to openly share your data with others?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Do you think it is important that your colleagues openly share their data?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Do you think it is important to migrate your data to new media as older technologies become obsolete?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Do you think it is important to have a plan for preserving your data?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Are you confident your data will be preserved for the future?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Would you like more guidance on best practices for preserving your data?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Are you confident in your data management skills?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

14. Who should be directly responsible for the long-term management of your digital data? (please select up to two responses)

- Myself
- Department
- Campus IT
- Lab manager
- External project partner
- Funding agency
- Private off-site storage vendor
- University
- Library/Archive
- Professional organization in my field
- Disciplinary archive
- Publisher
- Nobody
- Other (please specify)

15. Where should your digital data be stored long-term? (please select up to two responses)

- Lab computer
- Office computer
- Home computer
- External hard drive
- CD/DVD
- USB flash drive
- Department or University server
- Library repository/server
- Disciplinary repository/server
- With a data storage service
- Other (please specify)

16. In general, how long should your digital data be preserved? (please select one response)

- <3 years
- 3-5 years
- 6-10 years
- 11-20 years
- Indefinitely
- Don't know
- Other (please specify)

17. What academic department do you belong to?

- Biology
- Kinesiology
- Chemistry and Biochemistry
- Physics
- Mathematics
- Statistics
- Other (please specify)

18. What research group or disciplinary area do you most closely identify with?

19. (optional) If you would like to be entered into a drawing for a Starbucks GiftCard please enter your name and email address.

(The first 50 respondents enter a drawing for one of two \$25 Starbucks gift certificates. All respondents will be entered into a drawing for one of ten \$10 Starbucks gift certificates.)

Name:

Email Address:

20. (optional) If you would like for us to share the results of this survey or would be willing to further participate in a case study of your work, please enter your name and email address.

Name:

Email Address:

Thank you for your time and participation!