



Statewide Email

DATE SENT: February 23, 2022

FROM: Carrie E. Henderson, Ph.D.

TO: FCS Chief Academic Officers

Via: Carrie.Henderson@fldoe.org

SUBJECT: FLVC Textbook Affordability Survey Administration

The Division of Florida Colleges, in partnership with the Florida Virtual Campus, requests your assistance in distributing the FLVC Student Textbook and Instructional Materials Survey during spring 2022. Attached to this email is a draft copy of the 2022 Student Textbook Survey Instrument and the Survey Collaboration Form.

The goal of the student survey is to learn from our students about the impact of textbook and instructional materials costs on their education, and the study aids they find to be most beneficial to their learning. FLVC added some questions this year asking students more about how they obtain their textbooks and materials.

This is the fourth administration of the survey. FLVC will follow the same data collection protocol they have used for all of the previous versions. The 2022 Student Textbook Survey has received IRB approval through Florida State University. The survey is designed to take no more than 10 minutes to complete through a web link. The data collection period will be approximately March 1 – April 30, 2022. There is no financial requirement to participate in the survey.

To participate, FLVC asks that institutions do the following:

- Gain any needed approval for the administration of the survey.
- Designate a person as a point of contact, the institution liaison, who will expedite communication between your institution and FLVC. Return the attached form to FLVC with the institution liaison's information to FLVC at least one week prior to the launch of the institution's survey.
- Each institution will handle all communication to their survey participants. Each using the best available means, as determined by them, will distribute the survey to students.
- Distribute at least one reminder to encourage students to complete the survey.

FLVC will do the following:

- Prepare the survey and provide the institution liaison a link to the survey which the students will use for access.

- Following the close of the survey, provide each participating institution with its raw data, frequencies, and a description of how Florida's data are analyzed. Each institution-level datafile will be delivered to the designated institution liaison of each participating institution only.
- Use only aggregated data for a state, U.S. and worldwide analysis. However, FLVC is not responsible for additional data analysis of individual participating institution's data.
- Provide each participating institution, through the designated liaison, regular reports as to the number of participants during the course of the data collection period.
- Report on the findings and post the report on the FLVC-DLSS website. This report of aggregated data will not identify institutions by name, but rather by institution type (i.e., college or university) and by state for U.S. institutions or by country for all other institutions as appropriate.

We greatly appreciate your support with this year's survey administration. **You may scan and return by email the completed 2022 Survey Collaboration Form to Michael Porter at mporter@flvc.org. Once FLVC receives your completed form, a member of their team will contact your designated liaison with further information and the web link to the survey for distribution to your students.**

If you encounter any problems or have any questions, please contact Dr. John Opper (jopper@flvc.org) or call 850-922-6044 to reach the Florida Virtual Campus.

Attachments: 2022 Student Textbook and Instructional Materials Survey Questions
FLVC Survey Collaboration Form