

Questionnaire Mailing --

This is a rather random compilation of scattered information on the number of questionnaires and reminder postcards mailed, the costs of the mailing, and the number of responses. Response rate is tabulated in detail among the tables of results from the questionnaire.

original mailing:

1398 first class + 828 air mail = 2224 total
cost of mailing first class was .28 per envelope
cost of mailing air mail was \$1.56 per envelope overseas,
somewhat less for Canada

Follow-up mailing:

Mathematics	550
Social Sci.	30
Nat. Sci.	200
History	189

Mailing of reminder, per Aida's figures, totaled \$117.47

Members deceased:

Mathematics	15
History	15
Natural Science	3
Social Science	-
Total	33

Wrong addresses, returned to IAS:

Mathematics	49
HS	22
NS	20
SS	-
Total	91 + 28 = 109

Questionnaires received by 1/21/76 = 1063
Late questionnaires received by
7/1/76 = 263
Total late questionnaires by 9/20/
76 = 270

RESPONSE RATE BY SCHOOLS

The following table indicates the members to whom questionnaires were sent, in each school, who returned the questionnaire. These figures are approximate. The genuine response rate is probably higher than that shown here, since there are undoubtedly questionnaires that did not reach their destinations but were not returned to the Institute by the post office.

	HS	M	NS	SS	total
total questionnaires sent	546	1156	427	84	2213
bad addresses or deceased	26	44	16	--	86
total of live, locatable members	520	1112	411	84	2127
response -- first batch	300	514	196	49	1059*
late response	72	136	48	7	263
total response	372	650	244	56	1322*
rate of response -- batch	57.7%	46.2%	47.7%	58.3%	49.8%
total response rate	71.5%	58.5%	59.4%	66.7%	62.2%

* The actual number of responses was 1063 and, in the second batch, 1326, including four former members with joint appointments in two of the four schools. They have been left out of this calculation. If one rounds the number of good addresses off to 2100, probably an optimistic estimate, the response rate for the first batch is 1063/21 or about 51% and the total response rate is 1326/21 or about 63%.

The percentages of each school represented in the total sample are about the same as those in the first batch of 1063 responses. Both are included here for purposes of comparison.

	HS	M	NS	SS	joint appointment
first batch	28.2%	48.4%	18.4%	4.6%	.4%
total	28.1%	49.0%	18.4%	4.2%	.3%

OFFICE OF THE DIRECTOR

I.A.S.

Memo to: Barbara

Memo from: Aida

Date: April 21

These folks all received questionnaires way back when -- I held them to addresses, etc.

Our additional count on bad addresses: 28.

I'm up to date on these now; do you want me to record the questionnaires you've been receiving lately and check off addresses, etc.?



Questionnaire Returns

1- Wrong address:

HS -	13
M -	31
NS -	14
	<hr/>
	58

2- Deceased:

HS -	13
M -	13
NS -	2
	<hr/>
	28

GRAND TOTAL: 86

Responses to mailing of questionnaire - rough count
end of November through beg of February

12/5	155	(includes 64 39 12/1 and 12/2 + 12/3, 64 12/4, 50 12/5)
12/8	145	
12/9	<u>70</u>	
	370	
12/10	6	
12/11	<u>7</u>	
	383	
12/11	<u>37</u>	
	420	

12/11	2
12/12	<u>30</u>
	452
12/15	<u>50</u>
	502

12/16	<u>60</u>
	562

12/17	<u>10</u>
	572

12/19	<u>56</u>
	628

12/20	<u>14</u>
	642

12/22	<u>46</u>
	688

1/4	87
	<u>80</u>
	855

$$\begin{array}{r} 855 \\ 1/5 \quad 46 \\ \hline 901 \end{array}$$

$$1/6 \quad 26$$

$$1/7 \quad 6 \\ \hline 933$$

$$1/8 \quad 17 \\ \hline 950$$

$$1 \\ 1/9 \quad 22 \\ \hline 973$$

$$1/12 \quad 26 \\ \hline 999$$

$$1/12 \quad 4 \\ 1/13 \quad 6 \\ \hline 1009$$

$$1/16 \quad 22 \\ \hline 1031$$

$$1/19 \quad 17 \\ \hline 1048$$

$$1/20 \quad 5 \\ \hline 1053 \\ 4$$

$$1/22 \quad 4 \\ \hline 1057$$

start 1052

~~1/21~~ 1/23 $\frac{1057}{9}$
1066

1/26 $\frac{11}{1077}$

1/27 $\frac{4}{1081}$

1/28 $\frac{3}{1084}$

1/29 $\frac{6}{1090}$

1/30 $\frac{1}{1091}$

1/31 $\frac{1}{1092}$

2/2 $\frac{5}{1097}$

2/3 $\frac{2}{1101}$

2/4 $\frac{2}{1101}$

2/6 $\frac{4}{1101}$

Record mailing - responses
 up to 3/9/76 5
 3/9/76 10
 3/10 3
 3/11 9
 3/12 2
 3/14 5

34
 3/15 11
 45
 1
 3/16 10
 56
 3/17 3
 3/18 5

64
 3/19 5
 69
 3/20 13
 82
 3/21 4
 86
 3/25 5
 91
 3/26 4
 95
 3/28 12
 107
 3
 1
 3/31 111

4/1 4
 111 previous
 115
 4/2 4
 119
 4/3 2
 121
 4/5 3
 124
 4/6 6
 130
 2
 132
 4/8 2
 134
 3
 4/9 137
 1
 138
 4/12 2
 140
 4/15 6
 146
 4/20 7
 153
 1
 2
 4/23 2
 158
 4/26 2
 160
 5/3 4
 164

164
 4/13 8
 172
 1
 173
 2
 175
 5/19 1
 176
 5/20 1
 177
 3
 180

prev 78
 138
 216

QUESTIONNAIRE MAILING

All U.S. envelopes to go First Class.
All others to go by Air Mail.
Hold Canada mail for end of mail strike.

United States

1. covering letter
2. list of committee members
3. questionnaire (6 pages stapled together)
4. extra questionnaire (section 7, separate sheet)
5. return envelope (20¢ postage)

Institute & University

Same enclosures as U.S. --
send by Institute mail

Foreign (excluding Canada) ~~and South America~~

1. covering letter (second version -- mentions reply coupons)
2. list of committee members
3. questionnaire (6 pages stapled together)
4. extra questionnaire (section 7, separate sheet)
5. air mail return envelope
6. three postal reply coupons

Canada (hold for end of mail strike)

1. covering letter (second version -- mentions reply coupons)
2. list of committee members
3. questionnaire (6 pages stapled together)
4. extra questionnaire (section 7, separate sheet)
5. air mail return envelope
6. one postal ~~xx~~ reply coupon (26¢)

~~South America~~

1. covering letter (second version -- mentions reply coupons)
2. list of committee members
3. questionnaire (6 pages stapled together)
4. extra questionnaire (section 7, separate sheet)
5. air mail return envelope
6. three postal reply coupons