Plan Overview

A Data Management Plan created using DMPTool

Title: Robert Noyce Teacher Scholarship Program

Creator: Jessica Ivy

Affiliation: Mississippi State University (msstate.edu)

Principal Investigator: Jessica Ivy

Data Manager: Jessica Ivy

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The Data Management Plan should describe the types of data, samples, physical collections, software, curriculum materials, or other materials generated by your project. Any data collection required by the program announcement should be incorporated into the proposal’s Data Management Plan. For example, the management of assessment, evaluation, or monitoring data required for all projects within a given program should be addressed in the data management plan. Describe your plan for managing the data.

Data generated by the project will include:

1. *Surveys:* All participants will complete evaluation forms after intervention strategies (i.e. orientation and training events). Participants will complete pre/post surveys before the first education course and after the completion of the last semester of course work. Pre surveys will include collection of demographic information. Also, participants will complete exit surveys upon completion of the educational training program. Participants who drop out of the program before completion will also complete exit surveys. Surveys will also be completed at the end of each year of the teaching service commitment, and, for Cohort 1, at the end of the first year of teaching after the service commitment ends.

2. *Interviews:* Individual interviews of teachers will be conducted at the end of the first year of teaching and each year of the service commitment, to be used in assessing program effectiveness and impacts, including community involvement. Principals from partner districts that hire NRMP Teaching Fellows will be interviewed, and NRMP partners, including representatives from Extension Services, the World Class Teaching Program, the College of Arts & Sciences, and state professional organizations will also be invited to participate in surveys.

3. *Review of Teacher Evaluation Data:* The Mississippi Teacher Evaluation System results will be reviewed and analyzed each year of the project to assist in determining teacher classroom effectiveness.

4. *Tracking:* Participants will be tracked to determine what long-term impacts, if any, the program had on their educational and career choices. The Project Director will continually track candidates through enrollment, matriculation, hiring, and retention.

5. The methods for tracking teacher impacts will include maintaining student information in the CISE department and a questionnaire administered yearly that will include demographic information and current employment status.
6. **Documents:** Program documents and materials produced by project staff will be reviewed for their contribution to program outcomes. Documents generated by participants during MAT-S coursework and during the first four years of teaching after graduation will be collected. These will include copies of participants’ interactions using web-based social media, copies of lesson plans, copies of presentation proposals and presentations delivered by Teacher Fellows at conferences, and lesson and unit plans that are generated in collaboration or based on collaboration with Extension agents.

**Period of data retention**

EHR is committed to timely and rapid data distribution. However, it recognizes that types of data can vary widely and that acceptable norms also vary by scientific discipline. It is strongly committed, however, to the underlying principle of timely access, and applicants should address how this will be met in their Data Management Plan.

All data collected for this project will be retained in the CISE department for three years following the conclusion of NRMP. Institution IRB protocols will be followed. There will be no data embargo, however, any data with identifying information will not be shared with non-project personnel.

**Data format and dissemination**

The Data Management Plan should describe data formats, media, and dissemination approaches that will be used to make data and metadata available to others. Policies for public access and sharing should be described, including provisions for appropriate protection of privacy, confidentiality, security, intellectual property, or other rights or requirements. Research centers and major partnerships with industry or other user communities must also address how data are to be shared and managed with partners, center members, and other major stakeholders. Data on EHR projects involving human subjects should be made available to the public subject to constraints imposed by IRB decisions. Other data, such as software, publications, and curricula, should be made available subject to intellectual property rights.

Data formats will be electronic filed (e.g., Word documents, electronic tables). Surveys will be collected electronically and documents will either be electronic documents or will be scanned. Interviews will be recorded and recordings of files will be saved electronically. Tables of teacher evaluation data will be maintained using pseudonyms.

Data about recruitment, preparation and induction, and retention strategies will be
disseminated in the form of manuscripts and presentations. This dissemination will occur at state, local, regional, and national levels. In general, raw data (e.g., surveys, interviews, program and participant documents), will not be shared with non-project personnel. Individually identifiable demographic data (such as identifying a participant as teaching at the school with the lowest teacher retention rate in the southeastern United States) will not be shared, and pseudonyms will be used to ensure confidentiality. Entities interested in analyzing data can request access from the PI who will work with IRB to ensure that participant confidentiality is preserved.

Data storage and preservation of access

The Data Management Plan should describe physical and cyber resources and facilities that will be used for the effective preservation and storage of research data. These can include third party facilities and repositories.

Electronic data that are preserved will be stored on password-protected university owned computers and backed up on university servers. The university maintains secure servers that back up individual computers’ files on a nightly basis. The university also routine audits the security of university owned computers to ensure proper storage and security protocols are maintained.

Additional possible data management requirements

More stringent data management requirements may be specified in particular NSF solicitations or result from local policies and best practices at the PI’s home institution. Additional requirements will be specified in the program solicitation and award conditions. Principal Investigators to be supported by such programs must discuss how they will meet these additional requirements in their Data Management Plans.

Question not answered.