

PART VI

THE MAIN SOURCES OF STATISTICAL INFORMATION

584. The material in Parts I-V is based both upon university records, and on the inquiries carried out by the Commission. The main sources are described below, and the forms on which records are kept, and the questionnaires issued by the Commission, are reproduced in the Annex.

UNIVERSITY RECORDS

585. There are three main records of students. Every student must complete a matriculation form when he matriculates; the Registry maintains a card index containing details of the academic record of each student; and the colleges and other societies make returns to the University giving numbers of students in residence for the purpose of the returns which must be made to the UGC.

586. The matriculation forms record name, college or society, proposed course of study at Oxford, whether a college scholarship or exhibition is held, and date of matriculation. They also record father's name and occupation, address of parent or guardian, and date and place of birth, nationality, and education of the candidate for matriculation. The forms are completed by all students (except the small number of diploma and clinical students who do not become members of a college or society) and by any other persons who become members of the University, usually members of the academic staff who are not Oxford graduates, and who take a degree by incorporation (if graduates of Cambridge or Trinity College, Dublin) or by decree. At the end of each academic year the matriculation forms for the year are bound in alphabetical order, with those for men and women in separate volumes. No details are added to matriculation forms subsequent to matriculation. A copy of the matriculation form in use in 1964-5 is included in the Annex.

587. The Registry maintains a card index of each matriculated member of the University,¹ on which details of academic successes are recorded. The

¹ There is also a card index of non-matriculated diploma students.

cards are filed alphabetically, and no distinction is made between students in residence and others, since the University has no official information on this. There is a white card for each member of the University. This is reproduced in the Annex. On it are recorded name, college or society, and date of matriculation. Details are added of examination successes, prizes, and degrees taken, as these occur. Postgraduates reading for higher degrees (and medical students) also have a second, coloured, card, which gives appropriate details of their work, such as the name of the supervisor, the title of the thesis, the date at which the thesis was presented, and with what result. There are several of these cards. That for the B.Litt., B.Sc., and D.Phil. is reproduced in the Annex.

588. Each postgraduate reading for a higher degree has a time-limit within which he must take the examination or submit his thesis, or his status will lapse. The cards for postgraduates reading for higher degrees are kept separately until this time-limit has expired, and a list of them is published each term by the Committee for Advanced Studies.¹ The published list does not distinguish between students in residence and others, and some persons included in it may have given up their studies altogether. And it does not give all postgraduates, since most diploma students are not included.

589. The UGC requires returns of student numbers from universities twice a year.² The first, in summary form, is of the number of students at the beginning of the academic year. The second, which is much more detailed, relates to the whole academic year (that is, all students who had been in residence at some time during the year), and is submitted in the following October. For each return the Registry collects information from each college or society. For the main return details are collected of the number of first-degree students by School and year, and of other students by course or subject group. In addition, information required by the UGC on university and home residence is collected, and there are questions on the financial assistance received by students. The Michaelmas Term return collects student numbers by type of course and subject group, and the numbers of those entering the University for the first time by type of course. (A more detailed analysis of the latter group is possible using the matriculation forms and is published in the *Gazette*.) The forms used are reproduced in the Annex.

590. In addition to the above university records of students, the University

¹ Candidates for the Diploma in Law and Diploma in Geochemistry, and for Part II Chemistry and Metallurgy are also included in the list.

² The description relates to the position in 1964-5. The arrangements for 1965-6 are different.

maintains a list of members of the University,¹ and colleges publish lists of their members receiving tuition or supervision. Both lists are published each year in the *Calendar*. The college lists do not distinguish undergraduates and postgraduates and, for 1964-5, all postgraduates registered for a higher degree, whether in residence or not, are included.

591. Some of the statistics given in Parts II, III, and IV are based on a sample of 1958 matriculations. A one-in-two sample of names was taken from the matriculation forms for 1958-9, and further information was recorded from the matriculation forms, the card indexes, and the records of the Appointments Committee.

COLLEGE ADMISSIONS

592. The university records about individuals admitted by colleges are those given at matriculation. But for admissions of men since 1963-4 the Admissions Office (which was set up by the colleges and is not a university body) has more detailed records. For each candidate for the entrance competition for admission as an undergraduate there is a record card. Most of the analyses of 1964-5 admissions of men given in Part II are based on these record cards. Each card gives name, school, age, number of terms in sixth form, subject for entrance examination, intended subject at Oxford, college of first choice, whether also a candidate for Cambridge, and results of GCE O, A, and S level examinations (or the equivalent). For candidates who are accepted, the college and whether a scholarship or exhibition was awarded are entered on the card. The card is reproduced in the Annex.

THE COMMISSION'S SURVEYS

593. Four surveys were carried out during Michaelmas Term 1964.² One was of organizers of tutorial work in the colleges and other societies. One was of all members of the academic staff. The remaining two consisted of samples of undergraduates and postgraduates respectively.

594. In each survey the questionnaires were sent to the respondents for completion by them. The dispatch of the questionnaires, and of reminders

¹ The list gives term of matriculation and degrees with the year in which received. It includes:

- (a) all members of the University under supervision or instruction;
- (b) all members of Convocation;
- (c) all non-graduates for one year after going out of residence;
- (d) all graduates other than members of Convocation for eight years from matriculation;
- (e) other members who went down before 1 October 1963, who had paid dues continuously from the time of their matriculation until 1 October 1963, and who are nominated for inclusion by their college.

² A questionnaire was also addressed to schools (see Part II, para. 182); it is reproduced in the Annex. In addition, part of one questionnaire addressed to colleges dealt with emoluments. The questions are reproduced in Part V, para. 583.

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to those who did not reply by the date given, and the editing of the questionnaires was carried out by the Commission's staff. The questionnaires were then sent to the Atlas Computer Laboratory, Harwell, where, by courtesy of the Director, the information was transferred to punched cards and processed on the Atlas Computer. The first questionnaires were sent out on 7 October 1964 and the field work and editing were completed by 23 November 1964. Computing time for the processing was 113 minutes. Details of each survey are given below, followed by a comparison of those estimates which can be obtained from more than one survey or from official university records. The questionnaires are reproduced in the annex.

THE TUTORIAL ORGANIZERS SURVEY

595. The survey covered the college teaching arrangements in Michaelmas Term 1964 for all undergraduates reading for an Honour School. There was a questionnaire for each of the 24 Honour Schools, and for Classical Honour Moderations, in each college or society. The persons who would be able to complete the questionnaires could not be identified beforehand, and the arrangements for the field work were therefore different from those for the other surveys. A set of 25 questionnaires was sent to each Senior Tutor (or the corresponding college officer) with a request that he distribute them appropriately for completion, and collect and return the completed questionnaires. This was done in all cases.

596. While the survey was in process Professor Beeston pointed out that the inquiry was inappropriate to Oriental Studies where teaching is organized by the faculty rather than by the colleges. It was agreed that Professor Beeston would provide details of teaching in Oriental Studies, and that the Oriental Studies returns would be excluded from the survey proper.

THE ACADEMIC STAFF SURVEY

597. The survey covered all members of the academic staff (including outside grants staff) in post at 1 October 1964, except those on leave of absence. The information from which the list of names was compiled was obtained mainly from the Chest, but for some departmental and outside grants posts information was obtained from the department concerned. And for holders of college, but not of university, posts names were taken from the 1965 *Calendar* (which was in proof when the list was compiled).

598. The categories of staff who were included were all teaching and research staff in the main grades whose salaries are a charge on central university funds (or on trust funds such as the Nuffield Medical Benefaction),¹ i.e. professors, readers, lecturers,² senior research officers, tutors, and

¹ Except those known to have leave of absence from the University.

² Except that one head of house holding a CUF lectureship was excluded.

equivalent posts; departmental and outside grants teaching and research posts; and all college fellows and lecturers other than honorary or emeritus fellows and those holding purely administrative posts. A few junior posts such as research assistant were excluded, however. Departmental and outside grants staff were only included if their post was in the 'teaching and research' category used by the Chest, and their salary was at least the minimum of the national scale for assistant lecturers (except that a few exceptions were made in the case of slightly lower salaries where the post appeared to be of the same nature as those with salaries above the assistant lecturer minimum).

599. Heads of houses were excluded, as were library and other staff in the academic community. At the editing stage 36 persons were judged to be part-time and were not included in the analyses. They include college non-stipendiary lecturers who did not hold any other post, part-time university lecturers also holding a university library or museum post, holders of part-time university posts and no college post, and staff in clinical medicine holding joint appointments with the hospital.

600. The questionnaires were sent out on 13 October 1964 with a request for a reply by 24 October. A letter signed by the Chairman was sent to those who had not replied by that date, and about a week later members of the Commission contacted all those from whom a questionnaire had still not been received. As a result a very high response rate was achieved. To check-in replies as they arrived, and to keep track of the response, use was made of a method devised at the Social Survey,¹ in which there is a 'control envelope' for each person which can be used to keep duplicate address slips and any correspondence which may be received. By moving the envelopes from one file to another as the questionnaire was received, edited, and dispatched there was always an up-to-date record of the state of the field work. This method was also used in the Undergraduate and Postgraduate Surveys, and proved most effective.

601. Of the 1,292 in the survey, 66 proved either to be on leave of absence or not to fall within the definition of the academic staff adopted, and there were a further 36 non-respondents. Thus the response rate was 92.1 per cent. of all questionnaires sent out, and 97.1 per cent. of those within the scope of the survey. Of the 1,190 returns, 1,154 were from full-time staff.² Table 357 gives details of response.

¹ Scott, C., 'Research on mail surveys', *J. R. Statist. Soc. A*, vol. 124, 1961. See Appendix 1.

² For the purpose of the analysis of emoluments in Part V, some 14 of these were, however, treated as part-time. They were stipendiary college lecturers with a stipend below £500 per annum, and no other post, and fellows with stipends substantially below the usual rates.

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Table 357. *Details of response in Academic Staff Survey*

| OXFORD | NUMBER |
|---------------------------------|--------|
| Questionnaires sent out | 1,292 |
| Outside scope of survey | 66 |
| on leave of absence | 41 |
| not teaching and research post | 10 |
| retired or taken post elsewhere | 14 |
| not yet taken up appointment | 1 |
| Non-respondents | 36 |
| refusals | 5 |
| questionnaire not completed | 2 |
| deceased since 1 October | 3 |
| reply received late | 2 |
| no reply received | 24 |
| Questionnaires completed | 1,190 |
| by full-time staff | 1,154 |
| by part-time staff | 36 |

SOURCE: Academic Staff Survey.

602. There was a total of 99 persons in the survey who were registered as students for a higher degree in 1963-4. Details are:

| | |
|---|----|
| Central university post | 18 |
| university lecturer | 6 |
| senior research officer | 2 |
| CUF lecturer | 3 |
| faculty lecturer | 3 |
| others | 4 |
| Departmental post | 5 |
| Outside grants post | 17 |
| College post only | 59 |
| tutorial fellow | 8 |
| junior research fellow or research fellow | 34 |
| lecturer | 17 |

603. The sample numbers in the main breakdowns used in Part V are given in Tables 358 and 359. Where cells in these and other breakdowns would contain only one individual, he has been transferred to the most closely comparable cell. The total numbers in the two tables do not agree because some values of the classifying variables were not ascertained. And the tabulations in Part V may be based on different numbers where the variable tabulated may sometimes be not ascertained.¹ The differences are trivial except in the case of time spent on academic activities, the estimates of which are discussed in paras. 478-84 of Part V. Tables 360-3 give fuller details of the proportion of ascertained values than is given in Table 303.

¹ The numbers on which are based tabulations of the Undergraduate and Postgraduate Surveys also vary slightly because of values which were not ascertained in a trivial number of cases.

Table 358. *Numbers in Academic Staff Survey by post and subject group*

| Subject group | NUMBER | | | | | | | | | | |
|---------------------|-----------|-----------|--|---|--------------------------|---|-----------------------------|---|-----------------------------|-----------------------------|--------------|
| | Professor | Reader | University lecturer with tutorial fellowship | University lecturer without tutorial fellowship | CUF and special lecturer | Other university staff with tutorial fellowship | Other senior research staff | Other university and outside grants staff | College post only: teaching | College post only: research | All posts |
| Arts | 45 | 16 | 21 | 33 | 210 | 8 | 3 | 26 | 32 | 45 | 439 |
| Social studies | 9 | 11 | — | 18 | 54 | 4 | 4 | 20 | 19 | 24 | 163 |
| Science | 23 | 29 | 64 | 78 | 22 | 25 | 33 | 123 | 15 | 23 | 435 |
| Medicine | 10 | 11 | 5 | 31 | — | — | 20 | 40 | — | — | 117 |
| All subjects | 87 | 67 | 90 | 160 | 286 | 37 | 60 | 209 | 66 | 92 | 1,154 |

SOURCE: Academic Staff Survey.

Table 359. *Numbers in Academic Staff Survey by subject group, years in academic life, and years at Oxford*

| OXFORD | | | | | | NUMBER |
|---|------------------------|------------|------------|------------|-------------|--------------|
| | Years in academic life | | | | | All |
| | None | 1-5 | 6-10 | 11-20 | 21 and over | |
| SUBJECT GROUP | | | | | | |
| Arts | 15 | 82 | 63 | 171 | 105 | 436 |
| Social studies | 11 | 40 | 37 | 55 | 20 | 163 |
| Science | 31 | 147 | 74 | 117 | 58 | 427 |
| Medicine | 5 | 41 | 18 | 29 | 23 | 116 |
| YEARS IN ACADEMIC POST AT OXFORD | | | | | | |
| None | 62 | 29 | 7 | 8 | 1 | 107 |
| 1-5 | — | 281 | 64 | 54 | 9 | 408 |
| 6-10 | — | — | 121 | 53 | 11 | 185 |
| 11-20 | — | — | — | 257 | 54 | 311 |
| 21 and over | — | — | — | — | 131 | 131 |
| All | 62 | 310 | 192 | 372 | 206 | 1,142 |

SOURCE: Academic Staff Survey.

604. Details of the main classification of posts as used in Table 358 and in presenting the survey results in Part V are as follows. The category 'university lecturer' comprises full-time university lecturers and lecturers in clinical medicine on Scales II and III. 'Other senior research staff' includes all senior non-teaching staff: directors, senior research officers (and others paid on the same scale such as graduate assistants), research officers in clinical medicine paid on Scales II and III, and some senior research appointments made *ad personam*.¹ 'Other university and outside grants staff' includes, besides outside grants staff: first assistants; tutors in the Department and Institute of Education, in the Department of Social and Administrative Studies, and in clinical medicine; faculty lecturers, departmental demonstrators, junior lecturers in mathematics, and lecturers in clinical medicine paid on Scale I, other than those holding a tutorial fellowship; research officers in the Institute for Research in Agricultural Economics and the Institutes of Economics and Statistics, and of Commonwealth Studies; and holders of departmental research posts.

THE UNDERGRADUATE SURVEY

605. The survey covered a one-in-six sample of first-, second-, and third-year undergraduates reading for the B.A. The sample was drawn from the 1963-4 and 1962-3 matriculation forms for second- and third-year undergraduates, and from lists supplied by the colleges for the first year.

¹ Other than those holding a tutorial fellowship.

Table 360. *Percentage of academic staff for whom hours of work in term were ascertained, by post. 1963-4*

| Work in term | OXFORD | | | | | | | | | | PERCENTAGE | |
|-----------------------------------|-----------|--------|--|---|--------------------------|---|-----------------------------|-------------------------------|-----------------------------|-----------------------------|------------|--|
| | Professor | Reader | University lecturer with tutorial fellowship | University lecturer without tutorial fellowship | CUF and special lecturer | Other university staff with tutorial fellowship | Other senior research staff | Other university grants staff | College post only: teaching | College post only: research | All posts | |
| Preparing teaching, admin., etc. | 59 | 48 | 54 | 61 | 48 | 56 | 57 | 51 | 42 | 61 | 53 | |
| Study and research | 72 | 67 | 65 | 70 | 66 | 82 | 75 | 67 | 74 | 70 | 69 | |
| External examining | 74 | 58 | 71 | 64 | 64 | 74 | 63 | 59 | 51 | 60 | 64 | |
| Consulting | 68 | 57 | 72 | 61 | 65 | 62 | 65 | 57 | 49 | 61 | 62 | |
| Other external work | 50 | 48 | 63 | 59 | 62 | 62 | 61 | 53 | 51 | 50 | 58 | |
| External work | 50 | 45 | 57 | 54 | 54 | 56 | 55 | 52 | 44 | 53 | 51 | |
| Learned societies and conferences | 74 | 62 | 77 | 72 | 68 | 79 | 73 | 64 | 63 | 68 | 69 | |
| Other professional work in Oxford | 71 | 67 | 76 | 69 | 64 | 76 | 57 | 59 | 53 | 67 | 65 | |
| Other work | 45 | 38 | 52 | 51 | 51 | 53 | 49 | 47 | 37 | 47 | 48 | |
| All above activities | 33 | 33 | 38 | 40 | 35 | 32 | 45 | 38 | 28 | 32 | 36 | |

SOURCE: Academic Staff Survey.

NOTES

1. The percentage ascertained is the number who gave an estimate as a percentage of all except those who were not in Oxford in 1963-4.
2. 'Other work' comprises external work, learned societies and conferences, and other professional work in Oxford.

Table 361. *Percentage of academic staff for whom work in term was ascertained, by subject group. 1963-4*

| OXFORD | PERCENTAGE | | | | |
|---|------------|----------------|---------|----------|--------------|
| Work in term | Arts | Social studies | Science | Medicine | All subjects |
| Preparing teaching | 79 | 76 | 84 | 68 | 79 |
| Advising students | 71 | 72 | 80 | 60 | 74 |
| Administration | 68 | 61 | 82 | 71 | 73 |
| Admissions | 66 | 66 | 75 | 63 | 69 |
| Examining | 63 | 64 | 74 | 60 | 67 |
| Preparing teaching, administration, etc. | 46 | 49 | 62 | 51 | 53 |
| Study and research | 65 | 61 | 74 | 73 | 69 |
| External examining | 62 | 54 | 72 | 51 | 64 |
| Consulting | 59 | 57 | 71 | 52 | 62 |
| Other external work | 54 | 53 | 66 | 49 | 58 |
| External work | 48 | 43 | 59 | 41 | 51 |
| Learned societies and conferences | 68 | 56 | 76 | 66 | 69 |
| Other professional work in Oxford | 64 | 54 | 73 | 56 | 65 |
| Other work | 45 | 44 | 56 | 39 | 48 |
| All above activities | 30 | 33 | 43 | 37 | 36 |

SOURCE: Academic Staff Survey.

NOTE: See notes to Table 360.

606. In drawing the sample stratification by college and subject was used to the greatest possible extent. For the first year colleges were asked to classify expected matriculands into arts (including social studies) and science undergraduates. For the second year matriculation forms were used. Since they had not been bound it was possible to stratify by college and proposed subject. For the third year bound matriculation forms (in alphabetical order) were used and a one-in-six sample was drawn, until a series of 'quotas' by college and proposed subject were filled so as to give approximately the same balance by subject as in the published figures on student numbers (*Gazette*, vol. xciv, p. 308), and by college as in the Registry records.

607. The method of selection will have led to under-representation of (the very small number of) those who originally intended to work for a

Table 362. *Percentage of academic staff for whom hours of work in vacation were ascertained, by post, 1963-4*

| Work in vacation | OXFORD | | | | | | | | | | All posts |
|-----------------------------------|-----------|--------|--|---|--------------------------|---|-----------------------------|---|-----------------------------|-----------------------------|-----------|
| | Professor | Reader | University lecturer with tutorial fellowship | University lecturer without tutorial fellowship | CUF and special lecturer | Other staff with university tutorial fellowship | Other senior research staff | Other university and outside grants staff | College post only: teaching | College post only: research | |
| Preparing teaching, admin., etc. | 37 | 38 | 39 | 47 | 30 | 32 | 53 | 47 | 33 | 53 | 40 |
| Study and research | 55 | 62 | 55 | 59 | 49 | 65 | 65 | 59 | 63 | 58 | 56 |
| External examining | 60 | 62 | 73 | 58 | 60 | 76 | 63 | 58 | 47 | 54 | 60 |
| Consulting | 56 | 57 | 66 | 57 | 57 | 59 | 63 | 53 | 40 | 36 | 57 |
| Other external work | 50 | 42 | 56 | 52 | 53 | 71 | 61 | 51 | 44 | 51 | 52 |
| External work | 41 | 40 | 52 | 48 | 48 | 59 | 51 | 48 | 40 | 47 | 47 |
| Learned societies and conferences | 62 | 63 | 73 | 69 | 58 | 79 | 69 | 60 | 60 | 56 | 63 |
| Other professional work in Oxford | 60 | 53 | 68 | 59 | 56 | 74 | 53 | 56 | 49 | 56 | 58 |
| Other work | 35 | 33 | 46 | 43 | 42 | 56 | 43 | 42 | 37 | 40 | 42 |
| All above activities | 24 | 30 | 26 | 30 | 23 | 24 | 41 | 32 | 19 | 25 | 27 |

SOURCE: Academic Staff Survey.
NOTE: See notes to Table 360.

Table 363. *Percentage of academic staff for whom hours of work in vacation were ascertained, by subject group. 1963-4*

| OXFORD | PERCENTAGE | | | | |
|-----------------------------------|------------|----------------|---------|----------|--------------|
| Work in vacation | Arts | Social studies | Science | Medicine | All subjects |
| Preparing teaching | 48 | 52 | 70 | 50 | 57 |
| Advising students | 49 | 45 | 67 | 50 | 55 |
| Administration | 49 | 47 | 67 | 53 | 56 |
| Admissions | 61 | 54 | 73 | 52 | 64 |
| Examining | 60 | 53 | 71 | 48 | 62 |
| Preparing teaching, admin., etc. | 29 | 36 | 53 | 39 | 40 |
| Study and research | 50 | 46 | 65 | 63 | 56 |
| External examining | 57 | 50 | 72 | 42 | 60 |
| Consulting | 51 | 52 | 68 | 41 | 57 |
| Other external work | 48 | 47 | 63 | 38 | 52 |
| External work | 42 | 42 | 59 | 33 | 47 |
| Learned societies and conferences | 58 | 54 | 73 | 60 | 63 |
| Other professional work in Oxford | 54 | 46 | 69 | 46 | 58 |
| Other work | 38 | 38 | 50 | 30 | 42 |
| All above activities | 20 | 25 | 35 | 30 | 27 |

SOURCE: Academic Staff Survey.

NOTE: See notes to Table 360.

postgraduate qualification, but subsequently changed to a B.A. course. Otherwise there is no evidence that the sample does not reflect the characteristics of all first-degree students (except those in their fourth year) fairly closely.

608. For the sample selection, the year of an undergraduate was year from matriculation. But undergraduates with Senior Status usually take one fewer than the normal number of years, and begin their course with second-year work. For the analyses these undergraduates were classified as second year in their first year of residence, etc.

609. The questionnaires were sent out on 29 October 1964, and return was requested by 2 November. Those who had not returned a questionnaire by then were contacted by one of a team of postgraduates and recent graduates employed for this purpose, and encouraged to do so.

Table 364. *Details of response in Undergraduate Survey*

| OXFORD | NUMBER |
|-----------------------------|--------|
| Questionnaires sent out | 1,172 |
| Outside scope of survey | 37 |
| did not come up | 4 |
| gone down | 24 |
| deceased | 2 |
| not an undergraduate | 6 |
| fourth year | 1 |
| Non-respondents | 66 |
| refusals | 4 |
| questionnaire not completed | 1 |
| away from Oxford | 16 |
| no reply received | 45 |
| Questionnaires completed | 1,069 |

SOURCE: Undergraduate Survey.

610. Of the 1,172 questionnaires sent out, 1,069 were completed. Of the remainder, 37 were outside the scope of the survey, and there were 66 non-respondents. Table 364 gives details. Among those outside the scope of the survey was one man in his fourth year. He was an undergraduate with Senior Status, in his third year of residence, but having Senior Status was assumed to be doing fourth-year work. Those 'away from Oxford' include linguists spending a year in the country of the language they were studying. The over-all response rate was 91.2 per cent. Among those within the scope of the survey the response was 94.2 per cent.

Table 365. *Numbers in Undergraduate Survey by subject group and year*

| Subject group | OXFORD | | | All years |
|----------------|--------|--------|-------|-----------|
| | Year | | | |
| | First | Second | Third | |
| Arts | 173 | 172 | 151 | 496 |
| Social studies | 79 | 65 | 72 | 216 |
| Science | 127 | 124 | 106 | 357 |
| All subjects | 379 | 361 | 329 | 1,069 |

SOURCE: Undergraduate Survey.

611. Table 365 gives the sample numbers in the main breakdown used in Part III. Sample numbers by School and college are given in Tables 100 and 102.

THE POSTGRADUATE SURVEY

612. The survey covered a one-in-two sample of students reading for higher degrees who in Michaelmas Term 1964 were in their second or subsequent year of research in Oxford, and who were in residence at the time of the survey. The method of selection was to take every second name from the list of students under the Committee for Advanced Studies on the first day of Hilary Term 1964 (*Gazette*, vol. xciv, pp. 579–661), as amended to the end of Hilary Term (*Gazette*, vol. xciv, pp. 923–32). This method of selection achieved stratification by faculty board and degree since the lists are arranged in this way, but in addition the names under Social Studies were further stratified according to college thus: Nuffield, St. Antony's, and others. Candidates for the Diplomas in Law and Geochemistry and for Part II Chemistry and Part II Metallurgy, 1963, were excluded. Candidates for Part II Chemistry and Part II Metallurgy, 1964, were included. This preliminary sample therefore included all those who might have been working for a higher degree during 1963–4 (except those working for B.Mus., B.C.L., or B.D.) plus those working for Part II Chemistry or Part II Metallurgy.

613. The preliminary sample was arranged by colleges, and lists circulated to colleges during August 1964. College secretaries were asked (*a*) to indicate those on the lists who were expected to be in residence during Michaelmas Term 1964, and (*b*) to add the names of those who were expected to be in residence during Michaelmas Term 1964 for their second or subsequent year of work for the degrees of B.Mus., B.C.L., or B.D. (every other one of which was included in the final sample list). Annotated returns were received from every society except one Permanent Private Hall. Although not asked to do so, several colleges indicated individuals who would be in residence but had been elected to tutorial fellowships. Such names were not included in the final sample. The preliminary sample contained 1,015 names, and the final sample to whom questionnaires were sent contained 488 names.

614. The sampling process was the best that could be devised in the circumstances. It had the shortcomings that colleges could not have been sure in August who would come into residence in Michaelmas Term and the names of some who did come into residence may have been excluded. There are no reliable tests that can be applied to the sample to discover how adequately it represents the population from which it was intended it should be drawn.

615. The questionnaires were sent out on 19 October 1964 with a request for their return by 26 October. Those who did not reply were contacted during the following week by the same team of assistants as referred to in para. 609.

Table 366. *Details of response in Postgraduate Survey*

| OXFORD | NUMBER |
|-------------------------------|--------|
| Questionnaires sent out | 488 |
| Outside scope of survey | 41 |
| completed degree | 3 |
| gone down | 30 |
| not reading for higher degree | 4 |
| holders of posts | 4 |
| Non-respondents | 61 |
| refusals | 2 |
| questionnaire not completed | 2 |
| away from Oxford | 20 |
| no reply received | 34 |
| not known in college | 3 |
| Questionnaires completed | 386 |

SOURCE: Postgraduate Survey.

616. Details of response are in Table 366. Of the 488 questionnaires sent out, 386 were completed satisfactorily, giving an over-all response rate of 79.1 per cent. But 41 were certainly not within the scope of the survey. When these are allowed for the response rate is 86.4 per cent. Among those excluded there was a small number who had changed to an undergraduate or diploma course, or had obtained appointment to a full-time teaching post such as a tutorial fellowship, university lecturership, or a full-time departmental demonstratorship. The remainder had either completed their degree, or had gone down. The total number who had completed their degree or gone down was, however, almost certainly greater than the 33 shown in Table 366. It was impossible to contact a number of the non-respondents, and it is likely that a high proportion of those out of Oxford at the time of the survey or shown as not known at their college had gone down, and that some of the others from whom no reply was received had also gone down. The true response rate was therefore almost certainly higher than 86 per cent.

617. There was some overlap between the Postgraduate Survey and the Academic Staff Survey, since junior research fellows, college lecturers, and holders of departmental and outside grants research posts who were registered as reading for higher degrees were included in the former. There were altogether 12 who were included in both the surveys for this reason.

618. The sample numbers for the main breakdowns used in Part IV are given in Tables 367-9.

Table 367. *Numbers in Postgraduate Survey by subject group, year, and degree aimed at*

| OXFORD | Subject group | | | NUMBER All subjects |
|----------------------|--------------------------------|-------------------|-------------------------|---------------------------|
| | Arts | Social studies | Science and medicine | |
| | YEAR (MICHAELMAS TERM 1964) | | | |
| Second | 89 | 28 | 75 | 192 |
| Third | 40 | 11 | 87 | 138 |
| Fourth | 10 | 2 | 28 | 40 |
| Fifth and subsequent | 5 | — | 11 | 16 |
| DEGREE AIMED AT | | | | |
| B.Litt. | 22 | 8 | — | 30 |
| B.Sc. | — | — | 7 | 7 |
| B.Phil. | 24 | 4 | — | 28 |
| B.C.L. | — | 3 | — | 3 |
| D.Phil. | 98 | 26 | 194 | 318 |
| All | 144 | 41 | 201 | 386 |

SOURCE: Postgraduate Survey.

COMPARISONS BETWEEN THE SURVEY RESULTS AND OTHER
SOURCES

619. It is possible to compare some of the estimates of teaching given by the teachers in the Tutorial Organizers and Academic Staff Surveys with each other, and with estimates given by the taught in the Undergraduate and Postgraduate Surveys. It is also possible to compare the estimates of undergraduate numbers from the Tutorial Organizers and Undergraduate Surveys with the official university figures obtained from the college student numbers returns.

Student numbers

620. According to the college returns there were 7,171 first-degree students (other than those reading for the Second B.M.) in 1964-5. The Tutorial Organizers Survey gave a total of 7,129 in the Michaelmas Term, but this total excludes 33 reading for the Pass School. The two totals are thus in very good agreement. Those reading for the Pass School were all men, and are included under arts. Thus the college returns show almost the same distribution by subject group as the Tutorial Organizers Survey, but the number of men is slightly higher, and the number of women slightly lower. The distributions by year are different because of the different treatment

Table 368. *Numbers in Postgraduate Survey by college group, first degrees, and marital status.*

| OXFORD | College group | | | | NUMBER | |
|---|-----------------|------------------|---------------------------|---------|--------|---------------|
| | Men's societies | Women's colleges | Nuffield and St. Antony's | Linacre | | All societies |
| | | | | | | |
| UNIVERSITY OF FIRST DEGREES | | | | | | |
| Oxford | 149 | 14 | 4 | — | 167 | |
| Oxford and another | | | | | | |
| U.K. university | 7 | — | 3 | — | 10 | |
| Another U.K. university | 35 | 12 | 3 | 13 | 63 | |
| Other U.K. universities (two degrees) | 5 | 1 | — | — | 6 | |
| Overseas | 43 | 10 | 7 | 9 | 69 | |
| Overseas and Oxford | 7 | 1 | 2 | — | 10 | |
| Overseas and another | | | | | | |
| U.K. university | 1 | — | — | 2 | 3 | |
| Overseas (two degrees) | 33 | 5 | 4 | 13 | 55 | |
| No degree | 1 | 1 | — | 1 | 3 | |
| MARITAL STATUS | | | | | | |
| Single | 184 | 28 | 13 | 18 | 243 | |
| Married, husband or wife not in Oxford | 3 | 3 | — | 1 | 7 | |
| Married with children, family not in Oxford | 2 | 1 | 1 | 3 | 7 | |
| Married, husband or wife in Oxford | 59 | 7 | 3 | 4 | 73 | |
| Married with children, family in Oxford | 33 | 5 | 6 | 12 | 56 | |
| All | 281 | 44 | 23 | 38 | 386 | |

SOURCE: Postgraduate Survey.

Table 369. *Numbers in Postgraduate Survey by age*

| OXFORD | NUMBER |
|-------------|--------|
| Under 22 | 4 |
| 22-25 | 232 |
| 26-29 | 98 |
| 30 and over | 52 |
| All | 386 |

SOURCE: Postgraduate Survey.

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Table 370. *Estimates of undergraduate numbers from different sources. Michaelmas Term 1964*

| OXFORD | | | NUMBER | |
|---------------------------------|-------------------------------|----------------------------|----------------------|---------|
| Undergraduates reading for B.A. | College returns to University | Tutorial Organizers Survey | Undergraduate Survey | |
| YEAR | | | | |
| First | 2,445 | 2,340 | 2,414 | |
| Second | 2,331 | 2,363 | 2,300 | |
| Third | 2,042 | 2,117 | 2,096 | |
| Fourth and subsequent | 353 | 309 | — | (353) |
| SUBJECT GROUP | | | | |
| Arts | 3,478 | 3,435 | 3,160 | (3,407) |
| Social studies | 1,342 | 1,344 | 1,376 | (1,399) |
| Science | 2,351 | 2,350 | 2,274 | (2,357) |
| SEX | | | | |
| Men | 6,002 | 5,981 | 5,695 | (5,991) |
| Women | 1,169 | 1,148 | 1,115 | (1,172) |
| All | 7,171 | 7,129 | 6,810 | (7,163) |

SOURCE: Registry; Tutorial Organizers Survey; Undergraduate Survey.

NOTES

1. The numbers based on college returns are for the year 1964-5.
2. The entries under Tutorial Organizers Survey include the undergraduates in Oriental Studies as given in Table 132. They exclude the 33 undergraduates reading for the Pass School.
3. The sample numbers in the Undergraduate Survey have been multiplied by 6.37 to give estimates of the total population allowing for non-response. The figures in brackets include those in the fourth and subsequent years as given in the college returns.

of undergraduates with Senior Status. In the college returns they are classified by year of residence, and in the survey according to the probable year of the course they were taking. The survey gives a smaller total in the first year for this reason. In all, 152 of those entering the University in Michaelmas Term 1964 took Senior Status. Since not all these will necessarily have embarked on an undergraduate course, the discrepancy for the first year can be explained in this way. The higher totals from the survey for the second and third years will also be a consequence of the treatment of Senior Status, but not the lower total for the fourth and subsequent years. The reason for this is probably that some tutors classified undergraduates who were spending a fourth year through changing course or for some similar reason according to the year of the work they were doing instead of their year of residence.

621. Undergraduates in the fourth and subsequent years were excluded from the Undergraduate Survey. If they are added to the estimates based on the survey, a total of 7,163 is obtained, in very good agreement with the college returns and the Tutorial Organizers Survey. There is very close agreement with the college returns on the number of men and women, but arts subjects are slightly under-represented (by about 2 per cent.) and social studies slightly over-represented (by about 4 per cent.). Undergraduates with Senior Status were classified by year in the same way in the Undergraduate Survey as in the Tutorial Organizers Survey. Table 370 shows, therefore, that in the Undergraduate Survey the first year was somewhat over-represented and the second and third years slightly under-represented. Sampling fluctuations will account for part of the discrepancies, but the method of drawing the sample will also be partly responsible. The sampling fraction was the same for each year, and the sample was drawn from those who had matriculated, without taking account of wastage since matriculation in the second- and third-year samples. This would be expected to lead to discrepancies in the direction observed.

Table 371. *Estimates from different sources of tutorial hours given to undergraduates. Michaelmas Term 1964*

| OXFORD | | NUMBER | | |
|---|----------------------------|-----------------------|----------------------|---------------------|
| Tutorial hours given to undergraduates by | Tutorial Organizers Survey | Academic Staff Survey | Undergraduate Survey | Postgraduate Survey |
| Academic staff | 6,687 | 6,552 | .. | .. |
| Postgraduates | 429 | .. | .. | 464 |
| Others | 351 | .. | .. | .. |
| All | 7,467 | .. | 6,720 | .. |

SOURCE: The surveys specified in the heading.

NOTES

1. The entries under Tutorial Organizers Survey do not include tutorials given to the 33 undergraduates reading for the Pass School, but tutorials given in Oriental Studies are included.
2. The figure from the Academic Staff Survey includes tutorials given by part-time staff, and the actual hours reported have been multiplied by 1.03 to allow for non-response.
3. The figure from the Undergraduate Survey is the estimated tutorial hours (of teachers) for the sample multiplied by 6.37 to give an estimate (allowing for non-response) for all undergraduates other than those in the fourth and subsequent years.
4. The figure from the Postgraduate Survey is the estimated tutorial hours from the sample multiplied by 2 to give an estimate for all postgraduates. There is no allowance for non-response since no accurate figure can be obtained, but if such an allowance were made the figure in the table would be somewhat larger. Tutorials given by postgraduates in their first year, or by diploma students (which are likely to be few in number) are not included.

Tutorials

622. Estimates of tutorials given to undergraduates can be obtained (in part at least) from each of the four surveys. Table 371 gives details, all in the form of total hours given by the teachers. From the Tutorial Organizers Survey¹ 7,467 hours were reported (excluding those given to undergraduates reading for the Pass School), of which 6,687 were given by members of the academic staff. The estimate from the Academic Staff Survey² is 2 per cent. less than this (after making an allowance for non-response).

623. According to the Tutorial Organizers Survey, 429 hours were given by postgraduates. A fully comparable estimate from the Postgraduate Survey cannot be obtained, since first-year postgraduates were not included, and an accurate allowance for non-response cannot be made. The survey figures give an estimate of 464 hours, without an allowance for non-response. Thus the survey figure is of the order of 10 per cent. higher than that from the Tutorial Organizers Survey. The discrepancy is likely to be largely accounted for by the members of the academic staff in the Postgraduate Survey who gave tutorials.

624. The estimate of tutorial hours from the Undergraduate Survey is 6,720 hours. An allowance for non-response is included, but the survey did not cover undergraduates in the fourth and subsequent years. The figure from the Tutorial Organizers Survey excluding the fourth and subsequent years is 6,997. The estimate from the Undergraduate Survey is 4 per cent. lower than this.

Classes and seminars

625. Estimates of the total number of classes and seminars can be obtained from the Tutorial Organizers Survey, the Undergraduate Survey, and the Academic Staff Survey. Undergraduates in the Undergraduate Survey reported attending an average of 0.84 classes or seminars per week, with an average attendance of about 9 persons. This would require about 680 classes and seminars per week altogether. The average length of these classes and seminars is difficult to estimate precisely, but is likely to be in the region of $1\frac{1}{2}$ hours. This would give about 1,020 class hours in all. 61 per cent. or 620 class hours were reported as attended by undergraduates of one college only. In the Tutorial Organizers Survey, tutors reported about 720 teachers' hours for college classes and seminars attended by undergraduates of one college only. Some of these classes and seminars would have been given by more than one teacher, so the total of class hours would have been less. Tutors reported a total of about 230 teachers' hours giving inter-college classes and seminars (i.e. college organized classes and

¹ Plus the information on teaching in Oriental Studies. See Table 132.

² Tutorials given by part-time academic staff are included.

seminars attended by undergraduates of more than one college). Each of these hours should have been reported by as many tutors as there were colleges represented; thus each hour should have been reported at least twice. Therefore, 100 teachers' hours might be taken as a reasonable figure for inter-college classes. This gives a total of 820 teachers' hours for all college and inter-college classes and seminars. The total of class hours would be less, and perhaps about 700 hours. Thus, college and inter-college classes and seminars comprised about 70 per cent. of all classes and seminars. The estimate for all class and seminar teaching for undergraduates from the Academic Staff Survey is 790 teachers' hours. This is not directly comparable with the above figures, as some class teaching is given by persons other than the academic staff; the Tutorial Organizers Survey shows the total as about 165 teachers' hours. The Undergraduate Survey and Tutorial Organizers Survey yield an estimate of about 1,000 class hours,

Table 372. *Estimates from different sources of the amount of supervision postgraduates receive, by subject group. Trinity Term 1964*

| OXFORD | PERCENTAGE | | |
|----------------------------|-------------------------|----------------------|--------------|
| | Arts and social studies | Science and medicine | All subjects |
| FROM ACADEMIC STAFF SURVEY | | | |
| Under 4 hours | 21 | 2 | 13 |
| 4 but under 8 hours | 38 | 3 | 23 |
| 8 but under 16 hours | 18 | 5 | 13 |
| 16 hours and over | 3 | 3 | 3 |
| In day-to-day contact | 8 | 85 | 41 |
| Other | 11 | 1 | 7 |
| All | 100 | 100 | 100 |
| FROM POSTGRADUATE SURVEY | | | |
| Under 4 hours | 55 | 19 | 36 |
| 4 but under 8 hours | 25 | 17 | 21 |
| 8 but under 16 hours | 13 | 7 | 10 |
| 16 hours and over | 3 | 7 | 5 |
| In day-to-day contact | 3 | 50 | 27 |
| All | 100 | 100 | 100 |

SOURCE: Academic Staff Survey and Table 193.

NOTES

1. The distributions based on the Academic Staff Survey include supervision for a college as well as for a faculty board. Those based on the Postgraduate Survey include supervision by the faculty supervisor only.
2. The distributions based on the Postgraduate Survey exclude postgraduates who were in residence in Trinity Term 1964 but not in Michaelmas Term 1964.

or 1,100-1,150 teachers' hours in all, and hence about 960 teachers' hours given by the academic staff. This is 170 hours, or 22 per cent., above the estimate from the Academic Staff Survey. One possible explanation of the discrepancy is that some members of the academic staff gave the number of classes and seminars, rather than the number of hours, for classes and seminars which lasted for over one hour. Another is that some university classes and seminars recorded in the Academic Staff Survey as given for postgraduates may have been attended by undergraduates also, and hence included in the estimate from the Undergraduate Survey.

Postgraduate supervision

626. The academic staff (including outside grants staff and part-time staff) reported they supervised 1,510 postgraduates for faculty boards, and 173 for colleges in Trinity Term 1964. In 1963-4 the University paid rather less than £18,000 in supervision fees to members of the academic staff. The rates were £5 per term, so that fees were paid for an average of about 1,200 postgraduates. Some postgraduates receive supervision although no fee is paid. The survey figure¹ of 1,510 is therefore consistent with the payments made by the University.

627. Table 372 shows distributions according to the amount of supervision reported in the Academic Staff Survey and in the Postgraduate Survey. Both in arts and social studies and in science and medicine, the postgraduates reported a smaller proportion of supervision through day-to-day contact than did the academic staff. And where the time was estimated, the postgraduates gave lower estimates than did the academic staff. The averages, for all subjects, were about $7\frac{1}{2}$ hours a term from the Academic Staff Survey, and about 6 hours a term from the Postgraduate Survey. Within the subject groups, the discrepancy was somewhat larger than this.

¹ The figure would be somewhat higher if those on leave in Michaelmas Term 1964 and those who had resigned between Trinity Term and Michaelmas Term could be included.

ANNEX

628. The following documents are reproduced:

- (a) Matriculation form used in 1964-5.
- (b) Record card (general).
- (c) Record card (B.Litt., B.Sc., and D.Phil.).
- (d) Form for Michaelmas Term returns of student numbers from colleges.
- (e) Form for annual returns of student numbers from colleges.
- (f) List of subjects for returns of student numbers.
- (g) Record card used by Admissions Office.
- (h) Covering letter and questionnaire for Tutorial Organizers Survey.
- (i) Questionnaire for Academic Staff Survey.
- (j) Questionnaire for Undergraduate Survey.
- (k) Questionnaire for Postgraduate Survey.
- (l) Questionnaire for Schools Survey.

(a) Matriculation form used in 1964-5

N.B.—This form must be filled up by the candidate for Matriculation in his own handwriting and in ink

UNIVERSITY OF OXFORD

| | | | | |
|--|---|----------------|--------------|---|
| Date of matriculation (To be left blank) | | | | FOR COMPLETION BY A COLLEGE OFFICER |
| College, Hall, or Society | | | | State whether the candidate is Scholar } <i>Strike</i> Exhibitioner } <i>out</i> Commoner } <i>two</i> |
| Surname (To be written in <u>capital</u> letters) | | | | NOTE: The names here given will be entered in the University records ex- actly as shown. |
| Other names in full (To be written in <u>capital</u> letters) | | | | |
| Date of birth | YEAR | MONTH | DAY OF MONTH | |
| Nationality and place of birth | NATIONALITY | PLACE OF BIRTH | | |
| Schools or other places of education attended during the <i>last six years</i> (With dates) | | | | |
| Father's names in full | | | | |
| Father's profession or occupation | | | | |
| Present residence of parent or guardian (The guardian's name should also be stated) | | | | |
| Proposed course of study at Oxford | If reading for: <ol style="list-style-type: none"> 1. B.A. Degree, state proposed Honour School (if Natural Science, state which branch): 2. Any other degree, state board of faculty and degree concerned..... 3. A diploma, state which one: 4. Any other course, give details: | | | |
| Full names in candidate's own handwriting (Not in capital letters) | | | | |

(b) Record card (general)

| | |
|---------------------------------|---|
| ----- | |
| ----- | |
| MATRICULATED: | |
| DATE OF BIRTH: | SECOND PUBLIC EXAMINATION (PASS) |
| ADMISSION QUALIFICATION | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| FIRST PUBLIC EXAMINATION | SECOND PUBLIC EXAMINATION (HONOURS) |
| HONOUR MODERATIONS: | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | B.A. Degree: |
| _____ | _____ |
| ----- | |
| OTHER DEGREES | DIPLOMAS, CERTIFICATES, SCHOLARSHIPS, PRIZES |
| M.A. | _____ |
| B.LITT. | _____ |
| D.LITT. | _____ |
| B.Sc. | _____ |
| D.Sc. | _____ |
| B.PHIL. | _____ |
| D.PHIL. | _____ |
| B.D. | OPTIONAL SUBJECTS |
| D.D. | First Public Examination: |
| B.C.L. | _____ |
| D.C.L. | _____ |
| B.M. | Second Public Examination: |
| D.M. | _____ |
| M.Ch. | _____ |
| B.Mus. | _____ |
| D.Mus. | _____ |
| ----- | |

(c) Record card (B.Litt., B.Sc., and D.Phil)

| | | |
|---|----------------------|--------------------------------------|
| Previous Degrees: | | |
| Board: | DOCTOR OF PHILOSOPHY | Supervisor: |
| Admission date (first fee paid): | | |
| Subject: | | |
| Modified on to read | | |
| Leave of absence for | Terms | Referred back: |
| Examiners: | | Examiners after being referred back: |
| *Leave to supplicate given: refused: | | Date of Degree: |

2,000:—8.64 • If B.Litt. or B.Sc. Certificate issued, see overleaf. [P.T.O.]

| | | |
|---|------------------|--------------------------------------|
| Previous Degrees: | | |
| Board: | Branch of Study: | |
| Prob. B.LITT. admission: | Supervisor: | |
| B.LITT. or B.SC. admission: | | |
| Subject: | | |
| Modified.....to read | | |
| Leave of absence for | Terms | Referred back: |
| Examiners: | | Examiners after being referred back: |
| B.Litt. Certificate issued: B.Sc. Certificate refused: | | B.Litt. or B.Sc. Degree: |

[P.T.O.]

(437)

(d) Form for Michaelmas Term returns of student numbers from colleges

University Registry,
Oxford.

Ref. No. UG/2

8 October 1964

To the Heads of all Colleges

Dear Sir,

The University Grants Committee requires certain information about the students in residence during the present term, to be supplied by 31 October.

Please therefore complete the appended schedule and return it by *Monday, 19 October 1964*, addressed to the Head Clerk, University Registry.

Yours sincerely,
R. E. CLIFFORD

1. Number of students reading for any degree, diploma or examination, or undertaking any course of study, in residence in Michaelmas Term, 1964. See attached list for the division of subjects.

| Subject | B.A. and B.M. degree | Chem. Pt. II or Metallurgy Pt. II | Research (B.Litt., B.Sc., & D.Phil.) | Other higher degrees | Diplomas | Any others |
|-----------------------------|----------------------|-----------------------------------|--------------------------------------|----------------------|----------|------------|
| Arts | | | | | | |
| Social Studies | | | | | | |
| Pure Science | | | | | | |
| Applied Science—Engineering | | | | | | |
| Applied Science—Metallurgy | | | | | | |
| Medicine | | | | | | |
| Agriculture and Forestry | | | | | | |
| Overseas Services Course | | | | | | |
| Totals: | | | | | | |
| TOTAL of all the above: | | | | | | |

2. Number of students entering the University for the first time in Michaelmas Term 1964.

- (a) Who are reading for the B.A. and B.M. Degree
- (b) Who are reading for B.Litt., B.Sc. or D.Phil.
- (c) Who are reading for other higher degrees
- (d) Who are reading for a diploma or certificate
- (e) Who are taking an Overseas Service Course
- (f) Any others

TOTAL: _____

REC/EMA
23.9.64

(e) Form for annual returns of student numbers from colleges

Students in Residence during the
Academic Year 1964-65

IMPORTANT. It is essential that the total shown under (1) *University residence* should agree with the total of (2) *Home residence*; and also with the *combined* totals of (3), (4), (5), (6) and (7), but excluding B.M. candidates working elsewhere.

1. University Residence

Number of Students residing

| | |
|-------------|-------|
| In College | _____ |
| In Lodgings | _____ |
| At Home | _____ |
| Total | _____ |

2. Home Residence

Number of Students whose homes are situated

| | |
|--|-------|
| (i) Within 30 miles of Oxford | _____ |
| (ii) In other parts of Great Britain | _____ |
| (iii) Outside Great Britain but within the Commonwealth: | |
| (a) Reading for B.A. degree | _____ |
| (b) Reading for Higher Degree or Diploma | _____ |
| (c) Reading for any other course | _____ |
| (iv) In Foreign Countries: | |
| (a) Reading for B.A. degree | _____ |
| (b) Reading for Higher Degree or Diploma | _____ |
| (c) Reading for any other course | _____ |

[OVER

3. Number of Students reading for the DEGREE OF B.A.

| <i>Subject</i> | <i>First Year</i> | <i>Second Year</i> | <i>Third Year</i> | <i>Fourth Year</i> | <i>Fifth or Later Year</i> |
|-------------------------------|-------------------|--------------------|-------------------|--------------------|----------------------------|
| Literae Humaniores | | | | | |
| Jurisprudence | | | | | |
| Modern History | | | | | |
| Theology | | | | | |
| Oriental Studies | | | | | |
| English Lang. and Literature | | | | | |
| Modern Languages | | | | | |
| Geography | | | | | |
| Phil., Pol., and Economics | | | | | |
| Music | | | | | |
| Groups of the Pass School | | | | | |
| Mathematics | | | | | |
| Physics | | | | | |
| Physiology: | | | | | |
| (1) B.M. Students | | | | | |
| (2) Others | | | | | |
| Chemistry, Pt. I | | | | | |
| Zoology | | | | | |
| Botany | | | | | |
| Geology | | | | | |
| Biochemistry | | | | | |
| Engineering Science | | | | | |
| Metallurgy, Pt. I | | | | | |
| Psychol., Phil., and Physiol. | | | | | |
| Agriculture | | | | | |
| Forestry | | | | | |
| Engineering and Economics | | | | | |

4. Number of Students reading for RESEARCH DEGREES

| | ARTS | SOCIAL STUDIES | PURE SCIENCE | TECHNOLOGY (ENGINEERING) | TECHNOLOGY (METALLURGY) | MEDICINE | AGRICULTURE and FORESTRY |
|----------------------------|------|----------------|--------------|--------------------------|-------------------------|----------|--------------------------|
| B.Litt. | | | | | | | |
| B.Sc. (Ordinary) | | | | | | | |
| B.Sc. (Chemistry, Pt. II) | | | | | | | |
| B.Sc. (Metallurgy, Pt. II) | | | | | | | |
| B.Phil. | | | | | | | |
| D.Phil. | | | | | | | |

5. Number of Students reading for other HIGHER DEGREES

B.D. _____
B.C.L. _____
B.M. (*other than those entered under Physiology
in Table (3)*):
 (a) Working in Oxford _____
 (b) Working elsewhere _____
B.Mus. _____

6. Number of Students reading for a DIPLOMA

Advanced Mathematics _____
Agricultural Economics _____
Anthropology _____
Celtic Studies _____
Classical Archaeology _____
Comparative Philology _____
Economic Development _____
Economics and Political Science _____
Education _____
European Archaeology _____
Fine Art (Certificate) _____
Forestry _____
Geochemistry _____
History of Art _____
History and Philosophy of Science _____
Law _____
Slavonic Studies _____
Social and Administrative Studies _____
Soil Science _____
Statistics Diploma or Certificate _____
Theology _____

7. Number of Students NOT reading for any Degree or Diploma (if any)

(a) Overseas Services Courses _____
(b) Any others _____

[OVER

| | <i>Reading for B.A. or B.M. Degrees</i> | <i>Reading for D.Phil., B.Phil., B.Litt., B.Mus., B.Sc., B.C.L., B.D. Degrees, and Diplomas</i> |
|---|---|---|
| 8. State number of students in residence who hold | | |
| (a) A college scholarship or exhibition (<i>excluding</i> those entered under (b) or (c)) | _____ | _____ |
| (b) A college scholarship or exhibition <i>together with</i> a state scholarship (supplemental) | _____ | _____ |
| (c) A college scholarship or exhibition <i>together with</i> a local education authority award | _____ | _____ |
| (d) A local education authority award (<i>excluding</i> those entered under (c)) | _____ | _____ |
| (e) A state scholarship (G.C.E.) | _____ | _____ |
| (f) A state studentship | _____ | _____ |
| (g) A D.S.I.R. studentship | _____ | _____ |
| (h) Any other type of award or grant (<i>other than contributions from family, relations, or friends</i>) | _____ | _____ |
| 9. State number of those given in 8 above who receive in total from all sources named: | | |
| (a) £10 a year or less | _____ | _____ |
| (b) More than £10 but less than £75 a year | _____ | _____ |
| (c) £75 a year or more | _____ | _____ |

(f) *List of subjects for returns of student numbers*

University Registry,
Oxford.

LIST OF SUBJECTS USED FOR STATISTICAL
PURPOSES

Arts subjects

Literae Humaniores
Philosophy as a Lit.Hum. or B.Phil. subject
(other than P.P.E. or P.P.P.)
Modern History
Theology
Oriental Studies
English
Modern Languages
General and Comparative Literature (for B.Phil.)
Geography
Music
Education
Pass School

Social Studies subjects

Anthropology
Jurisprudence
Philosophy, Politics, and Economics
Politics (for B.Phil.)
Economics (for B.Phil.)
Statistics

Pure Science subjects

Mathematics
Physics
Chemistry
Physiology (other than B.M. students)
Zoology
Botany
Geology
Biochemistry
Psychology
Psychology, Philosophy, and Physiology

Applied Science subjects

Engineering Science
Engineering Science and Economics
Metallurgy

Medicine subjects

All medical subjects
Physiology (for those reading for B.M. degree)

Agriculture subjects

Agriculture
Forestry
Agricultural Economics

(h) Covering letter and questionnaire for Tutorial Organizers Survey

UNIVERSITY OF OXFORD · COMMISSION OF INQUIRY

74 HIGH STREET · OXFORD

Chairman: LORD FRANKS, Provost of Worcester College

Secretary: B. G. CAMPBELL *Assistant Secretary:* P. H. BROWN *Second Assistant Secretary:* MISS J. S. WATLING

Telephone: Oxford 43302

7 October 1964

To all Senior Tutors

It has become clear to us from our own discussions that there are considerable variations in the practice of the tutorial system. We consider that it is essential for us to have full information about the tutorial system if we are to form an accurate picture of Oxford as it is today, and we have asked some questions about it in the questionnaires we are addressing to each member of the teaching and research staff and to a sample of undergraduates. It is, however, impossible from either of these sources to obtain information about the extent to which undergraduates are sent out of college for instruction or about the extent to which instruction is given by people who hold neither a university nor a college post; and that these points may be of importance is clear from the report recently published at Cambridge (Report to the General Board of the Committee on Teaching—*Reporter of 1 May 1964*).

I accordingly enclose a questionnaire (together with a copy of this letter) for each Honour School (the Pass School we consider too small to be worth troubling you about) and for Classical Honour Moderations (other First Public Examinations should be combined with the appropriate Honour School). We should be most grateful if you could arrange for each to be completed by the person in the college responsible for the tutorial arrangements in the School. We appreciate that in certain Schools more than one person may be responsible; in such cases, we hope those responsible will combine to produce one form in respect of their School. Alternatively, separate forms can be returned by each (additional forms can be obtained from the Secretary of the Commission). But however the forms are completed it is most important that the teaching received by each undergraduate should be included **ONCE** and **ONLY ONCE**.

We are sorry to have to inflict this further questionnaire on you, but we see no other way of obtaining this information. May we ask you to collect and return the completed forms to us by 24 OCTOBER?

UNIVERSITY OF OXFORD COMMISSION OF INQUIRY

To those responsible to a College or other Society for the arrangement of Tutorial Work

The purpose of this questionnaire is to ascertain who teaches the undergraduates. A similar investigation has recently been concluded at Cambridge, and the Commission would be most grateful if Tutors would assist it by completing this form.

Please write your answers in the tables or spaces provided but do not make any entries in the right-hand margin, which will be used in preparing the information for machine tabulation.

| | |
|---|---|
| | <input type="checkbox"/> 1 |
| COLLEGE | <input type="checkbox"/> <input type="checkbox"/> |
| HONOUR SCHOOL | <input type="checkbox"/> <input type="checkbox"/> |
| 1. For how many undergraduates in each year in the above college and School are you organizing teaching this term? (These undergraduates will be referred to as 'your undergraduates' in subsequent questions.) | <input type="checkbox"/> 1 |
| <i>Note</i> In this and subsequent questions an undergraduate with Senior Status should be classed as second year in the year in which he matriculates, as third year in the subsequent year, &c. | |
| 1st year | |
| 2nd year | |
| 3rd year | |
| 4th and subsequent years | <input type="checkbox"/> <input type="checkbox"/> |
| 2. By whom is their tutorial teaching (i.e. teaching of not more than three persons at one time) being given? Allocate the total of hours per week being given this term to your undergraduates (including hours given by yourself) between the categories below. | |
| <i>Notes</i> | |
| (i) Each tutorial should be reckoned at its 'nominal' length, and no adjustment should be made for any that last longer than the arranged time. Time spent on preparation and correcting work should not be included in this return. | |
| (ii) The hours should be the hours spent by teachers on your undergraduates—not hours received by undergraduates. For example, an hour's tutorial to a pair of your undergraduates in the same year should be returned as one hour (since the teacher has spent only one hour) NOT as two (even though two undergraduates have each received an hour's teaching). If a pair are in different years, return one-half hour under each year. If one of a pair is from another college, return one-half hour only. (The other half-hour will be returned by the other college.) Similarly, tutorials given fortnightly should be entered as one-half hour per week. | |

| | For undergraduates in their | | | |
|---|-----------------------------|----------|----------|--------------------------|
| | 1st year | 2nd year | 3rd year | 4th and subsequent years |
| (a) Fellows of undergraduates' college | | | | |
| (b) Lecturers of undergraduates' college | | | | |
| (c) Fellows or lecturers of other colleges [not included in (a) or (b)] | | | | |
| (d) Persons holding a university but not a college post | | | | |
| (e) Postgraduate students [not included in (a)-(d)] | | | | |
| (f) Other persons not holding any university or college post | | | | |

1

2

3. How many of the total hours specified under 2. (c), (d), (e), and (f) do your undergraduates receive

(a) because the college has appointed no teacher in the subject;

(b) because the college teacher is on leave;

(c) because the college teacher has reached his maximum hours;

(d) for teaching for optional or special papers;

(e) for other reasons? Please specify.

.....

4. By whom is their class and seminar teaching (i.e. teaching of more than three persons at one time) being given? Allocate the total of **hours per week** being given this term to your undergraduates (including hours given by yourself) between the categories below.

Notes

- (i) Exclude classes or seminars announced in the lecture list.
- (ii) Each class or seminar should be reckoned at its 'nominal' length, and no adjustment should be made for any that last longer than the arranged time. Time spent on preparation and correcting work should not be included in this return.
- (iii) The hours should again be the hours spent by the teachers. For example, an hour's class given by one teacher should be returned as one hour, regardless of how many undergraduates attend; an hour's class given by two teachers should be returned as two hours, &c. For classes given less frequently than once a week, the average hours per week should be entered.
- (iv) Where your undergraduates attend classes or seminars with undergraduates from other colleges, return the hours in the second table below, but do not make any reduction on account of joint attendance.

| (a) CLASSES AND SEMINARS ATTENDED SOLELY BY YOUR UNDER- GRADUATES | For undergraduates in their | | | |
|--|-----------------------------|-------------|-------------|-------------------------------|
| | 1st year | 2nd year | 3rd year | 4th and sub- sequent years |
| (i) Fellows or lecturers of under- graduates' college | | | | |
| (ii) Fellows or lecturers of other colleges [not included in (i)] | | | | |
| (iii) Jointly by persons in (i) and (ii) | | | | |
| (iv) Persons holding a university but not a college post | | | | |
| (v) Persons not holding any uni- versity or college post | | | | |
| (vi) Jointly by any combination other than (i) and (ii) | | | | |

| (b) CLASSES AND SEMINARS ATTENDED BY YOUR UNDERGRADUATES TOGETHER WITH UNDERGRADUATES FROM OTHER COLLEGES | For undergraduates in their | | | |
|--|-----------------------------|-------------|-------------|-------------------------------|
| | 1st year | 2nd year | 3rd year | 4th and sub- sequent years |
| (i) Fellows or lecturers of your undergraduates' college | | | | |
| (ii) Fellows or lecturers of other colleges [not included in (i)] | | | | |
| (iii) Jointly by persons in (i) and (ii) | | | | |
| (iv) Persons holding a university but not a college post | | | | |
| (v) Persons not holding any uni- versity or college post | | | | |
| (vi) Jointly by any combination other than (i) and (ii) | | | | |

5. (a) Is the progress of your undergraduates regularly tested by written college examinations (Collections)?

.....
(b) If so, are there penalties for bad performance in Collections?



(i) Questionnaire for Academic Staff Survey

UNIVERSITY OF OXFORD · COMMISSION OF INQUIRY

74 HIGH STREET · OXFORD

Chairman: LORD FRANKS, Provost of Worcester College

Secretary: B. G. CAMPBELL *Assistant Secretary:* P. H. BROWN *Second Assistant Secretary:* MISS J. S. WATLING

Telephone: Oxford 43302

13 October 1964

To all members of the teaching and research staff

In the statement I made in Congregation on 2 June, I gave a warning that the Commission would be unable to avoid some questionnaires since many of the facts essential to our inquiry are not known. We appreciate the inconvenience of questionnaires at this time, and we have therefore made them as few and as short as we can. There are, however, some questions we feel we must ask of all members of the teaching and research staff.

The earlier questions are designed to enable us to form an accurate picture of the time spent in teaching, supervision, and other academic activities by the holders of the various different kinds of post. Subsequent questions are asked because it is already clear to us

- (a) that there are considerable variations in the practice of the tutorial system; and
- (b) that the post-war extension of the C.U.F. lecturer system has led to a greatly increased number of lectures.

We therefore wish to inquire about present tutorial practices, whether the present number of lectures is desirable, whether certain parts of the Honour School requirements could be, or should be, exclusively covered by lecture courses, and about what part is being played, or could be played, by the use of seminars or class teaching. Question 8 is asked because in no other way can we obtain the information about publications at Oxford that is more readily obtainable at other universities.

The enclosed questions cover some of the points arising out of those of our terms of reference which concern teaching and research. Others will be covered by a further short questionnaire addressed only to those responsible for the arrangement of undergraduate teaching. We hope, however, that if you wish to make any general comments on teaching and research you will do so; space has been left at the end of the questionnaire for this purpose.

We hope the questions are clear and cover the ground; but if any points of difficulty arise, please get in touch with the Secretary of the Commission. We shall be most grateful if your reply could reach us by 24 October.

Yours sincerely,

FRANKS

The information obtained from these questionnaires will not be used in oral evidence or published in a form which would enable any individual to be identified. They are numbered so that if any recipients have not replied by 24 October they can be reminded in order that the Commission may receive replies from everyone and obtain an accurate picture of present-day Oxford.

The questionnaire probably does not cater for the full variety of academic work encountered in Oxford. If you feel that your activities are not adequately covered by the questions, please explain any special circumstances that will help in interpreting your replies. Include these comments on a separate sheet if there is not sufficient space on the questionnaire.

Please write in your answers or tick the appropriate category. Do not make any entries in the right-hand margin which will be used for coding some of the information for machine tabulation.

| | |
|---|--|
| | 2 |
| PART I | |
| 1. (a) Are you a matriculated member of the University?..... | |
| (b) Are you a member of a university faculty? List the faculties or sub-faculties to which you belong. If there is more than one, <u>underline</u> the one in which your work principally lies. | 1 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> |
| | <input type="checkbox"/> |
| 2. What is your subject? | <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> |
| 3. (a) What is your university appointment (or appointments)? | |
| (i) professor; | |
| (ii) reader; | |
| (iii) university lecturer (or senior university lecturer); | |
| (iv) C.U.F. lecturer; | |
| (v) special lecturer; | |
| (vi) faculty lecturer (i.e. a faculty lecturer appointed as such by the General Board); | |
| (vii) departmental demonstrator; | |
| (viii) holder of a university research post (please specify); | |
| | |
| (ix) holder of some other university post (please specify); | |
| | |
| (x) no university appointment. | |
| (b) Are any of your university appointments part-time? Please specify each part-time appointment (except C.U.F. and special lectureships). | <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> |
| | |
| (c) If you are a professor, are you in Schedule A, Schedule B, or Schedule C? | <input type="checkbox"/> |

(d) Are you a fellow of a college or other society? If so, please give the following details:

- (i) college;
- (ii) year of election to a fellowship at the college in (i);.....
- (iii) type of fellowship presently held (e.g. Tutorial, Senior Research, Professorial) and the main teaching and other duties attached to it. (Do not give college offices unless the fellowship is held specifically in respect of the office, e.g. Full-time Bursar or Librarian.)

| | |
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| | |
| | |

(e) Are you a lecturer of a college or other society? (List each lectureship you hold other than one at a college of which you are a fellow.)

| | |
|---|---|
| stipendiary (i.e. qualifying for F.S.S.U.) lectureships | non-stipendiary (i.e. not qualifying for F.S.S.U.) lectureships |
|---|---|

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4. (a) What was your age at 1 October 1964?.....
- (b) For how many years have you held an academic appointment in any university?
- (c) Since what year have you continuously held an academic appointment or appointments in Oxford (apart from leaves of absence)?.....

| | |
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5. TEACHING

Notes

- (i) Where teaching is intended for both undergraduates and postgraduates, please return it under the section for which it is primarily intended; do not return it under both categories in (a).
- (ii) A 'tutorial' is to be taken to mean teaching of not more than three people at one time; a 'class' or 'seminar' is to be taken to mean teaching of more than three people at one time (other than lectures).
- (iii) In (a) and (b) give 'nominal' hours, rather than 'actual' hours, for any teaching that lasts longer than the arranged time. Where classes (or other teaching) have no set length, enter the average actual hours which you expect them to last.
- (iv) Do not include time spent in preparing teaching and correcting pupils' work outside the hours of actual teaching. Question 10 is concerned with this.
- (v) Do not include postgraduate supervision. Question 7 is concerned with this.
- (vi) Please give as accurate estimates as you can for your average weekly load **this term**, even if it is not a typical Michaelmas Term. You are invited in (c) to explain any special circumstances.

- (a) How many hours, on average, per week this term are you spending on the following types of teaching?

| | <i>For undergraduates (i.e. those reading for a B.A.—with the exception of Part II Chemists and Metallurgists—or B.M. and members of Overseas Service Courses)</i> | <i>For postgraduates (including diploma students who are members of the University and Part II Chemists and Metallurgists)</i> |
|--|--|--|
| (i) giving lectures (including lecture demonstrations) | | |
| (ii) giving tutorials | | |
| (iii) giving classes or seminars | | |
| (iv) giving practical instruction to regular classes | | |

- (b) How many hours per week this term are you spending teaching non-members of the University working for examinations of the University or teaching for the Delegacy of Extra-mural Studies?

- (c) Is this a reasonably representative Michaelmas Term for you? If not, please explain the ways in which it is atypical.

6. (a) How many of the undergraduate tutorials are given

- (i) to single undergraduates;
- (ii) to pairs;
- (iii) to threes?

- (b) If some of the tutorials in (a) are given to pairs or threes, is this

- (i) because you prefer to teach thus;
- (ii) for other reasons (for instance, you would prefer to teach more undergraduates singly but cannot afford the time)? Please specify.

7. (a) How many postgraduates (including diploma students) were you supervising under a faculty board last term?

- (b) Do you give academic supervision to postgraduates on behalf of a college? If so, to how many last term?

- (c) Please divide the postgraduates entered in (a) and (b) into the following categories:

- | | Part II Chemists and Metallurgists | Other Postgraduates |
|---|------------------------------------|---------------------|
| (i) supervised for less than 4 hours last term | | |
| (ii) supervised for at least 4 hours but less than 8 hours last term | | |
| (iii) supervised for at least 8 hours but less than 16 hours last term | | |
| (iv) supervised for 16 hours or more last term | | |
| (v) in day-to-day contact, problems discussed as they arise | | |
| (vi) if any postgraduates cannot be fitted into these categories please give separate details for them: | | |

8. During the academic years 1959-64, how many of the following did you have published under your own name or jointly:

(a) books;

(b) articles and reviews (other than brief notices)?

2

9. How many hours per week this term do you expect on average to spend

(a) attending your college governing body and college committees;

(b) attending university and inter-college committees which meet regularly (include, for instance, meetings of Council, the General Board, faculty boards, and their committees);

(c) carrying out the duties of a college office;

10. Questions 5, 6, and 9 cover time which will be regularly spent this term on teaching and administration. There are other activities for which it may be difficult to give, in advance, an average weekly figure for this term. In addition, work during vacations has not been included. If, however, you think a meaningful figure can be given, please estimate the time spent on the other activities which accounted for your working time during the last academic year, in terms and vacations.

| | Average hours per week during term | Total hours during vacations |
|--|------------------------------------|------------------------------|
| (a) Preparing teaching (including lectures) and correcting pupils' work (include setting, marking, and returning Collections other than during tutorials) | | |
| (b) Advising students on both academic and personal matters | | |
| (c) Administration not entered in Question 9. Include university and departmental administration, faculty and departmental meetings, correspondence and interviews (including interviewing students on behalf of a faculty board) and meetings of <i>ad hoc</i> committees | | |
| (d) College admissions | | |
| (e) University examining | | |
| (f) Study and research | | |
| (g) Meetings of learned societies and conferences. | | |
| (h) Other professional work in Oxford (e.g. editing or refereeing for journals). | | |
| (j) Professional work outside Oxford | | |
| (i) External examining and lecturing | | |
| (ii) As a consultant or adviser (to governments, international organizations, industry &c.) | | |
| (iii) Other | | |

PART II

Your answers will be assumed to relate to your own faculty only, unless you make it clear that you are expressing wider opinions.

If you wish to give longer answers than space allows please give them at the end of the questionnaire or on a separate sheet.

11. (a) Could lectures or classes and seminars be made a better complement to tutorials (e.g. by covering in classes topics that are now generally dealt with in tutorials)?

- (b) If so, do you think attendances at either lectures or classes and seminars specifically designed to replace or complement tutorials should be made compulsory?

12. (a) Is the number of lectures offered too large?

- (b) If so, how should a reduction be effected (e.g. by reducing lecturing obligations; or by encouraging lecturers to give classes or seminars rather than lectures)?

13. Do you think undergraduates would benefit from residence in vacation

(a) with teaching instruction;

(b) without teaching instruction;

(c) for special purposes (e.g. courses in languages for scientists)?

14. Have you any general comments on teaching and research?

(j) Questionnaire for Undergraduate Survey

UNIVERSITY OF OXFORD
COMMISSION OF INQUIRY

Survey of Undergraduates

The University recently appointed a Commission, under the chairmanship of Lord Franks, the Provost of Worcester College, to inquire into the existing organization of the University and the colleges for the purposes of research, teaching, and administration. The Commission wishes to build up an accurate picture of the present teaching arrangements in Oxford, and it has addressed questionnaires to those responsible for arranging and giving the teaching. It feels, however, that the picture would not be complete without information from those receiving the teaching. It is therefore sending this questionnaire to a random sample of 1,000 undergraduates. Your name was included in the sample, and the Commission would be most grateful if you would complete the questionnaire and return it to the Secretary of the Commission at 74 High Street by **Monday, 2 November**.

The information obtained from these questionnaires will not be used in any way which would enable any individual to be identified. They are numbered so that if any recipients have not replied by 2 November they can be reminded in order that the Commission may receive replies from everyone and obtain an accurate picture of present-day Oxford.

It may be that you are no longer an undergraduate because you have changed to a post-graduate course since you matriculated. If so, please answer questions 1-4 and 14 only.

Please write your answers in the spaces or boxes provided or place a tick in the appropriate box. But **do not** make any entries in the right-hand margin, which will be used to prepare some of the information you give for machine tabulation.

| | | |
|--|--------------------------|--------------------------|
| | <input type="checkbox"/> | 4 |
| | <input type="checkbox"/> | |
| 1. What is your college? | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Have you Senior Status (i.e. are you exempt from the First Public Examination), and if so, on what grounds? | | |
| (a) No Senior Status | <input type="checkbox"/> | 0 |
| (b) Senior Status because you are a graduate of another university in the United Kingdom | <input type="checkbox"/> | 1 |
| (c) Senior Status because you are a graduate of an overseas university | <input type="checkbox"/> | 2 |
| (d) Senior Status for other reasons | <input type="checkbox"/> | 3 |
| 3. Are you in your | | |
| (a) first, | | |
| (b) second, | | |
| (c) third, | | |
| year at Oxford? | <input type="checkbox"/> | |

4. Are you at present reading for

- (a) a Preliminary Examination or Moderations (state which School);
.....
- (b) a Final Honour School (state which);.....
- (c) the Pass School (state which Groups);.....
- (d) some other course (state which)?.....

Questions 5-12 all relate to the week 25-31 October inclusive

5. (a) How many tutorials (i.e. teaching of not more than three persons at one time) did you go to during the week

- (i) alone;
- (ii) with one other;
- (iii) with two others?

(b) For how many of the tutorials returned under (a) (ii) and (iii) were the others attending

- (i) all of your own college;
- (ii) all of your own sex?

(c) Did you miss any tutorials during the week? If so, how many?.....

6. (a) How many classes or seminars (i.e. teaching of more than three persons at one time but excluding lectures) did you attend during the week?
.....

(b) For how many of the classes or seminars returned under (a) were the total number of pupils present

- (i) 5 or less;
- (ii) 6-10;
- (iii) more than 10?

(c) How many of the classes or seminars were composed exclusively of members of

- (i) your own college;
- (ii) your own sex?

7. If you attended classes or seminars during the week, how many were for

- (a) proses or other exercises in language for those reading modern or ancient languages;
- (b) teaching in any 'ancillary' or 'tool' subject (e.g. languages for historians or mathematics for economists);
- (c) teaching in optional or special subject papers;
- (d) other purposes? Please specify.
.....

8. How many lectures did you attend during the week?.....

9. How many of the following did you write during the week:

- (a) essays;
- (b) exercises (e.g. proses, verses, unseens, etc.);
- (c) other written pieces for a tutorial, class, or seminar?

10. Did you receive during the week any additional teaching for your subject for which you yourself paid?

- (a) No additional teaching
- (b) From Extra-Mural Delegacy classes
- (c) From an educational establishment that is not part of the University. Please specify.....
- (d) From private individuals
- (e) From any other source. Please specify
.....

0

1

2

3

4

11. How many hours did you spend during the week in laboratories doing practical work?

12. During the week did you work in, or use books belonging to,

- (a) the Bodleian Library (including the Camera, the Radcliffe Science Library, and the Law Library);
- (b) college libraries;
- (c) departmental or faculty libraries;.....
- (d) the City libraries;
- (e) any other libraries?.....

13. (a) How many books related to your work have you bought this term?

(b) What was their approximate total cost?.....

14. (a) Have you changed your Final Honour School (or other course)

- (i) between your acceptance by your college and the middle of your first term of residence;
- (ii) subsequently?

(b) If so, what was your former Final Honour School (or other course)?

(c) Did you wish to change but were unable to do so

- (i) because you were advised that you did not have the basic knowledge necessary to read the alternative subject;.....
- (ii) because you were advised it was too late;.....
- (iii) for other reasons?

(d) If so, to which Final Honour School (or other course) did you wish

to change?

(k) Questionnaire for Postgraduate Survey

UNIVERSITY OF OXFORD
COMMISSION OF INQUIRY

Survey of Students reading for Higher Degrees

The University recently appointed a Commission, under the chairmanship of Lord Franks, the Provost of Worcester College, to inquire into the existing organization of the University and the colleges for the purposes of research, teaching, and administration. The Commission wishes to build up an accurate picture of the way in which the work of those reading for higher degrees is organized, and it has addressed questionnaires to those responsible for the organization. It feels, however, that the picture would not be complete without information from the students themselves. It is therefore sending this questionnaire to a random sample of 500 from those in their second and subsequent years. Your name was included in the sample, and the Commission would be most grateful if you would complete the questionnaire and return it to the Secretary of the Commission at 74 High Street by **Monday, 26 October**.

The information obtained from these questionnaires will not be used in any way which would enable any individual to be identified. They are numbered so that if any recipients have not replied by 26 October they can be reminded in order that the Commission may receive replies from everyone and obtain an accurate picture of present-day Oxford.

Please write your answers in the spaces provided or place a tick in the appropriate box. But **do not** make any entries in the right-hand margin, which will be used to prepare some of the information you give for machine tabulation. If you wish to give extended answers for which there is not room please include them on a separate sheet.

| | |
|---|-------------------------|
| | 3 |
| | [] |
| 1. College | [] [] |
| 2. Age at 1 October 1964 | [] [] |
| 3. Details of first degree(s). | |
| (a) Name (e.g. B.A., B.Sc.) | [] [] |
| (b) Country | [] [] [] [] |
| (c) University | [] [] [] [] [] [] |
| (d) Subject(s) | [] [] [] [] [] [] |
| (e) Class | [] [] [] [] |
| (f) Year taken | [] [] [] [] |
| 4. Are you married or single? | [] |
| 5. Do you have any children? If so, how many? | [] |
| 6. Are your wife (or husband) and family living with you in Oxford? | [] |
| 7. (a) For which Oxford degree are you registered? | [] |
| (b) Which Oxford degree do you hope finally to take? | [] |

8. Under which faculty are you registered?
9. When did you begin to work for a higher degree in Oxford?
 Term
 Year
10. (a) Do you hold a fellowship at a college or other society? If so, please state category of fellowship.
 (b) Do you hold a lectureship at a college or other society?
 (c) Do you hold a university or departmental post? If so, please specify and state whether it is full-time or part-time.

11. During the year October 1963–September 1964 for how many weeks were you in residence in Oxford?

SUPERVISION AND TUITION

12. (a) How often **last term** did you see your faculty supervisor to discuss your work? You should **not** include tutorials here; they are covered in Question 15.
- (i) Not at all 0
 - (ii) Once 1
 - (iii) Once a month 2
 - (iv) Once a fortnight 3
 - (v) Once a week 4
 - (vi) More than once a week 5
 - (vii) In day-to-day contact 6
- (b) Approximately how long did you spend discussing your work with your faculty supervisor during last term?
- (i) Less than 4 hours 1
 - (ii) At least 4 hours but less than 8 hours 2
 - (iii) At least 8 hours but less than 16 hours 3
 - (iv) 16 hours or more 4
 - (v) In day-to-day contact 5
- (c) Would you have wished to see your faculty supervisor more often?
 If so, how often?
13. Over the **last three vacations** estimate the **total** number of hours you spent discussing your work with your faculty supervisor.
- (a) Less than 1 hour 1
 - (b) At least 1 hour but less than 5 hours 2
 - (c) At least 5 hours but less than 10 hours 3
 - (d) At least 10 hours but less than 20 hours 4
 - (e) 20 hours or more 5

14. Is there any senior member of the University other than your faculty supervisor whom you consult regularly about your work? If so, with how many people and how often?

15. (a) How often did you have a tutorial (i.e. teaching of not more than three persons at one time) **last term**? Do not include any teaching already entered in Question 12.

- (i) Not at all 0
- (ii) Once a fortnight 1
- (iii) Once a week 2
- (iv) More than once a week 3

(b) Did you attend alone or with other students?

- (i) Alone 1
- (ii) With others 2
- (iii) Did not have tutorials 3

(c) Are you satisfied with the number of tutorials you received?

- (i) Satisfied 1
- (ii) Prefer more 2
- (iii) Prefer fewer 3

16. (a) Did your first degree course adequately equip you for postgraduate work?.....

(b) If not, what further instruction did you need?

(c) Have you received at Oxford any formal instruction in research methods and sources? Please specify.

LECTURES, SEMINARS, AND CLASSES

17. (a) Do you regularly attend seminars and/or classes? (That is, teaching of more than three persons at one time but excluding lectures.).....

(b) If so, how many did you attend during the week 19-24 October?

.....

18. (a) Do you regularly attend lectures?.....

(b) If so, how many did you attend during the week 19-24 October?

.....

19. Do you consider that the classes, seminars, and lectures provided in your subject for those reading for higher degrees are adequate for your needs? If not, what changes would you suggest?

GENERAL

20. How many hours a week will you spend **this term** (excluding time spent on preparation and marking)

(a) teaching at tutorials or classes;

(b) demonstrating in a laboratory;

(c) doing any other teaching inside the University;

Please specify.

(d) doing any teaching outside the University?

Please specify.

21. Are there adequate opportunities for you to make contact with

(a) other students reading for higher degrees in your general field;

(b) senior members in your field?

22. Do you consider that the library facilities are adequate for your needs? If not, what are their deficiencies?

23. Are the general conditions under which you do your work satisfactory? If not, what is unsatisfactory?

24. Do you live

(a) in college;

 1

(b) in accommodation provided by your college;

 2

(c) elsewhere?

 3

25. What facilities does your college provide for those reading for higher degrees? Please indicate for each what use you make of it.

26. Is there anyone in your college or department whom you can consult, other than your supervisor, on non-academic problems?

27. Do you think the needs of postgraduates are best met by:

- (a) **the existing collegiate system**, which includes societies for both undergraduates and postgraduates, postgraduate societies specialized as to fields of study (i.e. Nuffield and St. Antony's), and postgraduate societies not specialized as to fields of study (i.e. Linacre House), the University in all cases taking the primary responsibility for the postgraduates' academic work;
- (b) postgraduate societies, the University still taking the primary responsibility for the postgraduates' academic work,
 - (i) specialized as to fields of study;
 - (ii) not specialized as to fields of study;
- (c) postgraduate societies which would themselves take full responsibility for the postgraduates' academic work,
 - (i) specialized as to fields of study;
 - (ii) not specialized as to fields of study;
- (d) the organization of work through university departments or institutes, non-academic needs being met by optional membership of
 - (i) a social centre on the lines of Halifax House; or
 - (ii) a postgraduate society; or
 - (iii) a combined postgraduate and undergraduate society?

If you would like to give reasons for your choice, please do so here:

28. Have you any other observations on the general position of those reading for higher degrees in Oxford?

(I) Questionnaire for Schools Survey

The Commission would find it very helpful to have the following information about the structure and work of your Sixth Forms before the proposed meeting on 14 June. Wherever relevant, will you kindly give the information separately for boys and girls.

1. How many pupils were in each year of the Sixth Form in the Autumn Term 1964?
2. How many of these pupils have 'O' Level qualifications in two languages?
3. Third and Fourth Year Sixth Forms
Please state of pupils in each of these forms in the Autumn Term 1964:
 - (a) what were their ages;
 - (b) what had been their performance in 'A' Level examinations (subjects attempted and grades achieved);
 - (c) how many have since left school.
4. Do you operate an express stream to 'O' Level? If so, please say in what year of their course pupils make the decision to specialise in the Arts or the Sciences.
5. For how many periods in the week do you find it possible to give separate teaching to pupils in the Third and Fourth Year Sixth Forms?
6. Is the teaching in the Second and Third Year Sixth Forms geared in any way to the requirements of the Oxford and Cambridge special entrance examinations?
7. How many candidates have you submitted to all United Kingdom universities during the academic year beginning in September 1964?
8. How many candidates did you submit to Oxford and Cambridge for the 1964 special entrance examination from the Second, Third and Fourth Year Sixth Forms respectively?
9. If the number of candidates submitted was small, why was this so? Was it due, for example, to the style and content of the papers as compared with 'A' or 'S' Level papers, to the difficulty of providing suitable teaching for a small number of pupils, to the reluctance of pupils to apply to a university with an unfamiliar 'image', or for other reasons?
10. In what circumstances do you advise pupils to try for a place at Oxford or Cambridge
 - (a) in the Second Year
 - (b) in the Third Year of the Sixth Form?
11. How many Oxford and Cambridge graduates have you on your staff, and for how long have they been members of it?
12. Have you any other comments which you would like to have circulated before the discussion on 14 June?