



NEW JERSEY OFFICE OF THE SECRETARY OF

**HIGHER
EDUCATION**

To: Presidents/Leadership, Title IX Coordinators, Institutional Research, and Chief Diversity Officers at institutions that are completing a campus climate survey during FY 2022-2023

From: Amanda Martinez, Policy Analyst

Date: March 22, 2023

Subject: Follow-up Campus Climate Data Submission Form available March 20, 2023 for institutions that indicated they did **not** administer a campus climate survey

The Office of the Secretary of Higher Education (OSHE) has developed a follow-up campus climate data submission form for institutions that indicated to OSHE in December 2022 that they did NOT administer a campus climate survey between July 1, 2018 and June 30, 2022 but will be conducting a survey by June 30, 2023. Institutions will need to submit the follow-up data submission form to indicate that have conducted a campus climate survey and are in compliance with the law ([P.L.2020, c. 104](#)).

On March 20, 2023, the campus climate data submission form was sent directly to Presidents and the designated climate survey point of contact via email. The email will provide each institution with a unique link (URL) to the data submission form that can be shared across the institution to allow multiple staff to collaborate on responses for the form. In addition, the data submission form will be available for institutions to preview through a PDF file (also attached here), but institutions *must* submit their responses through the data form link.

All institutions who indicated to OSHE that they will be conducting a campus climate survey by June 30, 2023 must complete the follow-up campus climate data submission form. The data submission window will be open from March 20, 2023 through July 31, 2023. **Please complete the form no later than 5:00 p.m. on July 31, 2023.**

In accordance with [P.L. 2020, c.104](#), institutions of higher education are required to conduct a campus climate survey at least once every four years and submit the de-identified survey data to OSHE. To learn more about the Campus Sexual Assault Commission (CSAC) and the requirements outlined in P.L. 2020, c.104, please view the CSAC website: <https://www.state.nj.us/highereducation/csac.shtml>. The website also includes previous technical assistance workshops on best practices for administering campus climate surveys.

Questions or concerns regarding CSAC or campus climate surveying can be directed to Amanda Martinez, Policy Analyst, at amanda.martinez@oshe.nj.gov. Any technical or specific questions about the web-based campus climate survey data submission form can be directed to the OSHE research team at research@oshe.nj.gov. Thank you for your commitment to this critical work!



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Campus Climate Data Submission Form

Please preview the submission form prior to filling out the unique URL provided to each institution.

Start of Block: Default Question Block

Q1 Institutions that indicated to OSHE in December 2022 that they did not administer a campus climate survey between July 1, 2018 and June 30, 2022 will need to submit the data submission form to indicate they have since conducted a campus climate survey and are in compliance with the law (P.L. 2020 c.104). Please complete the follow up form by no later than 5:00 p.m. on July 31, 2023. The submission window will be open from March 20, 2023 through July 31, 2023.

While surveys should be conducted by June 30, 2023, institutions will have until July 31, 2023 to submit data to allow additional time for analysis.

The following campus climate data submission form will be used by the Office of the Secretary of Higher Education and the Campus Sexual Assault Commission to explore major findings and inform a statewide action plan including policies, programs, or procedures responsive to the issues and needs identified by institutions of higher education throughout the state. The initial data collection is designed to help the Campus Sexual Assault Commission and the State better understand the process that each institution used to conduct climate surveys and evaluations leading to a landscape analysis of how surveys are conducted throughout the State. The questionnaire is not being used as a punitive measure, but to help strengthen institutions' ability to recognize, address, and improve the campus climate for all stakeholders. Each institution of higher education will be able to go back and edit data entry input prior to clicking submit on the final page of the form. If you have questions about this data submission form, please contact research@oshe.nj.gov.



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Q2 <Institution_Name> did or did not complete a campus climate survey during the FY2022-2023.

- Yes, we conducted a campus climate survey and are reporting on the findings (1)
- No, we have not conducted a campus climate survey in this timeframe, nor during the earlier cycle of July 1, 2019-June 30, 2022 (2)

End of Block: Default Question Block

Start of Block: Section 1 Survey Tool

Q3 Please provide the administration starting date and ending date (mm/dd/yyyy format) of your campus climate survey administration you will report on in this data submission form.

Campus Climate Survey Administration Start Date (1)

Campus Climate Survey Administration End Date (2)



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Q4 Select the survey tool used for your latest campus climate survey, from the options below.

- Higher Education Data Sharing (HEDS) Consortium Diversity and Equity Campus Climate Survey (1)
- #iSPEAK: Rutgers Campus Climate Survey (2)
- Administrator-Research Campus Climate Collaborative (ARC3): Survey of Campus Climate Regarding Sexual Misconduct (3)
- Association of American Universities (AAU) Campus Climate Survey (4)
- Bureau of Justice Statistics (BJS) Campus Climate Survey (5)
- Campus Religious and Spiritual Climate Survey (HERI) (6)
- Higher Education Data Sharing Consortium (HEDS) Faculty/Staff Survey of Campus Climate for Sexual Violence/ Sexual Assault Campus Climate Survey (7)
- Higher Education Research Institute (HERI) Diverse Learning Environments Survey (8)
- Insight Viewfinder (9)
- Johns Hopkins It's on Us (10)
- Seattle University Campus Climate Project 2015 (11)
- SoundRocket (12)
- University of Chicago Campus Climate Survey (13)
- University of Kentucky Campus Climate Survey (14)
- University of Michigan Campus Climate Survey (15)
- University of Oregon Campus Climate Survey (16)
- White House Task Force Sample Survey (17)



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Other (please write-in the name of the instrument used in the box provided) (18)

Q5 Was the survey administered in sections using alternative modules? Please specify the section of the survey and which modules were included.

Q6 Did the institution modify the survey tool in any way? If yes, please provide a detailed description of the modifications made from the original survey format (i.e. elimination of certain topics, change in length, etc.)

No (1)

Yes (please specify in the comment box below) (2)



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Q7 Which of the core domains did your campus climate survey administration measure? If needed, the expanded definition and examples document of the core domains is available on page [17](#). (Based on selected list, please check all that apply.)

- a) Campus Climate: perception of safety and of the institutional attitude towards general issues of diversity and inclusion on campus environment (1)
 - b) School Connectedness: sense of belonging on campus (2)
 - c) Institutional Response: perception of and direct experiences with campus response to sexual misconduct (3)
 - d) Institutional Response: perception of and direct experiences with campus response matters of diversity and inclusion (4)
 - e) Student /Peer response: perception of and direct experiences with peer response to disclosures of sexual misconduct and matters of diversity and inclusion (5)
 - f) Campus Education/Prevention Programs and Awareness of Campus Resources: efforts to educate the campus community (6)
 - g) Direct Experiences: self-reports of personal experiences as a victim or perpetrator of sexual misconduct discrimination, harassment, bias, or insensitive comments (7)
 - h) Consent and Attitudes Toward Sexual Violence/Rape Myth Acceptance: attitudes toward consent for sexual encounters (8)
 - i) Attitudes Toward Discrimination, Diversity, and Inclusion: attitudes towards diversity, inclusion, and discrimination, such as asking how comfortable people are interacting with people of different identities than their own (9)
 - j) Bystander Attitudes & Behavior: attitudes and actions to interrupt situations posing risk for sexual misconduct (10)
-



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Q8 Please upload a copy (pdf) version of the survey instrument that was administered , if it is publicly available and doing so will not violate any applicable copyright laws.

Q9 Please provide a web link to the survey instrument, if it cannot be uploaded



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Q10 What functional areas below are primarily charged with administering the climate survey process in response to the new law from planning, instrument selection, administration, to reporting and using results to improve the campus climate? Based on the selected list below, please assign the functional areas to either primary responsibility or secondary responsibility.

	Primary Responsibility (1)	Secondary Responsibility (2)
A. Chief Diversity Officer (1)	<input type="checkbox"/>	<input type="checkbox"/>
B. Dean of Students/Chief Student Affairs Officer/Vice President for Student Affairs (2)	<input type="checkbox"/>	<input type="checkbox"/>
C. Government Relations (3)	<input type="checkbox"/>	<input type="checkbox"/>
D. Human Resources (4)	<input type="checkbox"/>	<input type="checkbox"/>
E. Title IX/Deputy Coordinator (5)	<input type="checkbox"/>	<input type="checkbox"/>
F. Institutional Research/Effectiveness (6)	<input type="checkbox"/>	<input type="checkbox"/>
G. Institutional Compliance (7)	<input type="checkbox"/>	<input type="checkbox"/>
H. Institution President (8)	<input type="checkbox"/>	<input type="checkbox"/>
I. Vice President/Senior Administrator (9)	<input type="checkbox"/>	<input type="checkbox"/>
J. Faculty (10)	<input type="checkbox"/>	<input type="checkbox"/>
K. Other, please enter (11)	<input type="checkbox"/>	<input type="checkbox"/>



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Q11 Which campus stakeholders were surveyed in your most recent campus climate survey administration? (Select all that apply)

- Full-Time Undergraduate students (1)
 - Part-Time Undergraduate students (2)
 - Full-Time Graduate students (3)
 - Part-Time Graduate students (4)
 - Full-Time Faculty (5)
 - Part-Time Faculty (6)
 - Full-Time Staff (non-faculty) (7)
 - Part-Time Staff (non-faculty) (8)
 - Administrators (senior level management) (9)
-



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Q12 Please select the best description for the sampling method used to administer your most recent campus climate survey.

- a. Census approach: all individuals in the target population are invited to participate (1)
 - b. Representative sample approach: a subgroup of the target population is selected for participation (this could include simple random sampling strategy or clustered or stratified sampling strategies in an effort to obtain a representative sample of respondents) (2)
 - c. Oversampling approach: focusing on experiences and attitudes of specific groups of students (using a mixed sampling approach so maybe random sample of all students with a specific oversample approach by stratifying by say race and pulling a larger percent of a specific group to ensure their perspectives are included in the sample) (3)
 - d. Convenience sample approach: utilizing survey subjects conveniently available (i.e. administering survey in certain dining halls, residence locations, academic buildings, within certain departments' courses or meetings, etc.) (4)
 - e. Other, please explain. (5)
-





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Q13 What was your overall response rate to the survey? If your institution set a goal response rate prior to launching the survey, please indicate the goal response rate.

	Overall Response Rate (%)	Goal Response Rate set by Institution (%)
Undergraduate Students (1)		
Graduate Students (2)		
Faculty (3)		
Staff (4)		



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Q14 Please fill-in the following table/matrix in respect to your latest campus climate survey effort. Please provide summary counts of the survey responses by major respondent type below.

	# in Survey Population (1)	# of Complete Survey Respondents (2)	# Partial Survey Respondents (Definition: survey responses that do not have 100% of all questions asked with answers): if data is available (3)
Undergraduate Students (1)			
Graduate Students (2)			
Faculty (3)			
Staff (4)			





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Q15 Please fill-in the following table/matrix in respect to your latest campus climate survey effort. Please provide the respondent headcount by demographics of your survey sample by race and by type of respondent (faculty, staff, student, etc.)



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	Students (#respondents) (1)	Students (# in survey population) (2)	Faculty (#respondents) (4)	Faculty (# in survey population) (5)	Staff (#respondents) (6)	Staff (# in survey population) (7)	Administration (#respondents) (8)	Administration (# in survey population) (9)
Hispanic /Latinx (1)								
Native American or Alaskan native (8)								
Black/African-American (2)								
Asian (3)								



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Native Hawaiian or Other Pacific Islander (4)							
White (5)							
Two or More Races (6)							
Race or Ethnicity unknown (7)							
Non-Resident (someone on a visa to study or work in the US) (9)							

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Q16 Please fill-in the following table/matrix in respect to your latest campus climate survey effort. Please provide the respondent headcount by demographics of your survey sample by gender and by type of respondent (faculty, staff, student, etc.)

	Students (#respondents) (1)	Students (# in survey population) (5)	Faculty (#respondents) (6)	Faculty (# in survey population) (7)	Staff (#respondents) (8)	Staff (# in survey population) (9)	Administration (#respondents) (10)	Administration (# in survey population) (11)
Male (1)								
Female (2)								
Non - Binary (3)								



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Q17 If you collected additional demographics, please select all demographics that were collected. (select all that apply)

- a. Sexual Orientation (1)
- b. Gender Identity (2)
- c. Disability Status (3)
- d. Age (4)
- e. Socio-economic Status (5)
- f. First-Generation (6)
- g. Citizenship Status (7)
- h. Student Level (Part/Full) (8)
- i. Registration Status (Freshman, Sophomore, Junior, Senior) (9)
- j. Learning Modality (In-person, hybrid, remote) (10)
- k. Residency (on-campus, commuter) (11)
- l. Military Status (12)
- m. Religious Affiliation (13)
- n. Political Affiliation (14)
- o. Transfer Student (15)
- p. Student-Athlete (16)
- q. Affiliated with Greek Organizations (17)



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r. Other, please specify (18)

Q18 What were the major barriers or challenges to improving response rates from non-responders of the survey? (Based on the selected list, check all that apply)

a. Time frame survey was administered (1)

b. Access to survey link (only access on computer vs mobile access) (2)

c. Limitations of survey tool (e.g. specific time allotted to take survey, ease of navigating survey, technical limitations, etc.) (3)

d. Inability to publicize survey (4)

e. Survey fatigue among respondents: multiple competing survey requests at one time (5)

f. Length of the climate survey (6)

g. We conduct other surveys that may not generally be considered climate surveys (7)

h. Lack of buy-in and/or support from students, staff and faculty (8)

i. Survey not adjusted for special considerations for certain populations, such as students with disabilities or English language learners" (9)

j. Concern about confidentiality/use of data (10)

k. Unknown (11)

l. Other, please explain (12)



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Q19 Has analysis and reporting of the responses been conducted?

Yes (1)

No (2)

Q20 Is there a summary report or other deliverable(s) regarding the results you have compiled? If yes, please upload using the box below.

Q21 If a link to the website where the deliverables are is available, please provide the link in the box below.



Q22 If summary analysis or report has not been completed, when will the summary report be ready to view? Please provide an approximate date in mm/dd/yyyy format.



Q23 Please select all communication methods that were used or will be used to disseminate the summary findings to your stakeholders, from the options below.

- a. e-mail blast (1)
 - b. internal memo (2)
 - c. at on-campus events (3)
 - d. within student portal account (4)
 - e. on website (5)
 - f. all campus presentation (6)
 - g. board meeting (7)
 - h. social media (8)
 - i. hardcopy report (9)
 - j. campus event (10)
 - k. other, please specify (11)
-

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Q24 If a report was uploaded or a link to a report was provided, please use the matrix below to indicate the type of finding(s) and page number where the results are displayed.

	Page Number of results displaying analysis (1)
Table of each demographic grouping (1)	
Distribution of scores by demographics (race, student level, gender identity etc.) (2)	
Rating of satisfaction levels (strongly agree, disagree, etc) by classification (faculty, staff, student) or gender or race/ethnicity (3)	
% of populations (4)	
summary of open ended questions (5)	

Q25 What were your institutions top five key findings in the current campus climate survey report/analysis?





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Q26 How are or will the survey results be available for your campus stakeholders to access?
(Based on selected list, please select all that apply.)

- a. Results data dashboard that will be available on the institution's website (1)
 - b. Public website (available to anyone) (2)
 - c. Institution portal (available to all students, faculty, staff, and admin) (3)
 - d. Institution portal (secured dashboard for institutional faculty/staff/admin) (4)
 - e. Campus presentations/president's cabinet/board meetings/etc. (5)
 - f. Campus Divisional/Departmental meetings of staff/faculty/admin (6)
 - g. Campus-wide events with students to celebrate diversity/inclusion, or other (sexual assault awareness) (7)
 - h. Campus-wide meetings with students (student government associations, etc.) (8)
 - i. Strategic/long-term/short-term planning meetings (9)
 - j. Institutional accreditation events (periodic review, self-study, etc.) (10)
 - k. Hard copy report (11)
 - l. Other (please specify) (12)
-

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Q27 What action(s) does the institution plan to take next in response to its campus climate survey results?

Q28 In addition to the climate survey currently described, did the institution administer other types of campus climate surveys in the past four years (2019-2023)?

- Yes (1)
- No (2)

Q29 Please list the name of the climate surveys that you have used in the past four years.

Q30 Does your institution plan to utilize the recently conducted campus climate survey instrument again for the next collection of campus climate data?

- Yes (1)
- No (2)
- Still deciding (3)



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Q31 Please explain factors that may lead you to change the campus climate survey instrument used.

Q32 By signing, the institution affirms that it has satisfied its statutory obligation to conduct a campus climate survey in accordance with P.L. 2020 c.104. The institution conducted a campus climate survey that measured attitudes, perceptions, behaviors, and experiences of campus stakeholders concerning the safety and inclusivity of their campus environment.

End of Block: Section 1 Survey Tool

Start of Block: Contact Information Block

Q39 Please provide contact information for the main campus contact for campus climate surveys for <Institution_Name>.

- Name (1) _____
 - Email (2) _____
 - Title (3) _____
 - Department (4) _____
 - Phone Number (5) _____
-



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Q43 To remain in compliance with, P.L. 2020 c.104 , ALL institutions are required to administer a campus climate survey by June 30, 2023 and report on survey data to OSHE through the campus climate data form. By signing, the institution acknowledges it has not satisfied its statutory obligation to conduct a campus climate survey in accordance with P.L. 2020, c.104 for this cycle (July 1, 2019-June 30, 2023).

End of Block: Contact Information Block
