



**To:** Presidents/Leadership, Title IX Coordinators, Institutional Research, and Chief Diversity Officers  
**From:** Amanda Martinez, Policy Analyst  
**Date:** August 31, 2022  
**Subject:** Campus Climate Data Submission Form Available September 1, 2022

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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 the NJ Office of the Secretary of Higher Education (OSHE). In order to assist institutions in complying with the statute, OSHE has developed a campus climate data submission form.

On September 1, 2022, the campus climate data submission form will be 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 must complete the campus climate data submission form indicating either that they have conducted a campus climate survey or that they will be conducting a survey by the deadline of June 30, 2023. The data submission window will be open from September 1, 2022 through December 31, 2022. Please complete the form no later than **5:00 p.m. on December 31, 2022**.

To learn more about the Campus Sexual Assault Commission (CSAC) and the requirements laid out 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](mailto:amanda.martinez@oshe.nj.gov). Any technical or specific questions about the web-based campus climate survey data submission form can be directed Chad May, Director of Research and Analysis, at [chad.may@oshe.nj.gov](mailto:chad.may@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. Due to logic sequencing in the submission form, this submission form is for an:**

***Institution did administer a campus climate survey at some point between July 1, 2018-June 30, 2022.***

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Start of Block: Default Question Block

Q1 In accordance with P.L. 2020 c.104, institutions of higher education are required to administer campus climate surveys. All institutions will need to submit the data submission form by December 31, 2022 to indicate whether they have conducted a campus climate survey or indicating they will be conducting a survey by the deadline of June 30, 2023. If your institution has completed a campus climate survey between FY2018-2022, the data submission form will populate with additional questions to satisfy compliance with P.L. 2020, c. 104. Please complete the template by no later than 5:00 p.m. on December 31, 2022. The submission window will be open from September 1, 2022 through December 31, 2022.

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](mailto:research@oshe.nj.gov).

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Q2 <Institution Name> did or did not complete a campus climate survey during July 1, 2018-June 30, 2022.

- Yes, we conducted a campus climate survey and are reporting on the findings**
- No, we have not conducted a campus climate survey in this timeframe, but we will submit by the final June 30, 2023 deadline

End of Block: Default Question Block

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Start of Block: Campus Climate Survey Administration Details

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

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- Campus Climate survey Administration End Date

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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
- #iSPEAK: Rutgers Campus Climate Survey
- Administrator-Research Campus Climate Collaborative (ARC3): Survey of Campus Climate Regarding Sexual Misconduct
- Association of American Universities (AAU) Campus Climate Survey
- Bureau of Justice Statistics (BJS) Campus Climate Survey
- Campus Religious and Spiritual Climate Survey (HERI)
- Higher Education Data Sharing Consortium (HEDS) Faculty/Staff Survey of Campus Climate for Sexual Violence/ Sexual Assault Campus Climate Survey
- Higher Education Research Institute (HERI) Diverse Learning Environments Survey
- Insight Viewfinder
- Johns Hopkins It's on Us
- Seattle University Campus Climate Project 2015
- SoundRocket
- University of Chicago Campus Climate Survey
- University of Kentucky Campus Climate Survey
- University of Michigan Campus Climate Survey
- University of Oregon Campus Climate Survey
- White House Task Force Sample Survey



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

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

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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

Yes (please specify in the comment box below)

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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
- b) School Connectedness: sense of belonging on campus
- c) Institutional Response: perception of and direct experiences with campus response to sexual misconduct
- d) Institutional Response: perception of and direct experiences with campus response matters of diversity and inclusion
- e) Student /Peer response: perception of and direct experiences with peer response to disclosures of sexual misconduct and matters of diversity and inclusion
- f) Campus Education/Prevention Programs and Awareness of Campus Resources: efforts to educate the campus community
- g) Direct Experiences: self-reports of personal experiences as a victim or perpetrator of sexual misconduct discrimination, harassment, bias, or insensitive comments
- h) Consent and Attitudes Toward Sexual Violence/Rape Myth Acceptance: attitudes toward consent for sexual encounters
- 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
- j) Bystander Attitudes & Behavior: attitudes and actions to interrupt situations posing risk for sexual misconduct

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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



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

- a. Full-Time undergraduate students
  - b. Part-Time undergraduate students
  - c. Full-Time Graduate students
  - d. Part-Time Graduate students
  - e. Full-Time Faculty
  - f. Part-Time Faculty
  - g. Full-Time Staff (non-faculty)
  - h. Part-Time Staff (non-faculty)
  - i. Administrators (senior level management)
- 

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
- 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)
- c. Oversampling approach: focusing on experiences and attitudes of specific groups of students (using a mixed sampling approach so maybe random sample of all



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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)

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.)

e. Other, please explain. \_\_\_\_\_



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		
Graduate Students		
Faculty		
Staff		



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

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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)	Faculty (#respondents)	Staff (#respondents)	Admin (#respondents)
Hispanic/Latinx				
Black/African-American				
Asian				
Native Hawaiian or Other Pacific Islander				
White				
Two or More Races				
Race or Ethnicity unknown				



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)	Faculty (#respondents)	Staff (#respondents)	Admin (#respondents)
Male				
Female				
Non-Binary				



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

- a. Sexual Orientation
- b. Gender Identity
- c. Disability Status
- d. Age
- e. Socio-economic Status
- f. First-Generation
- g. Citizenship Status
- h. Student Level (Part/Full)
- i. Registration Status (Freshman, Sophomore, Junior, Senior)
- j. Learning Modality ( In-person, hybrid, remote)
- k. Residency (on-campus, commuter)
- l. Military Status
- m. Religious Affiliation
- n. Political Affiliation
- o. Transfer Student
- p. Student-Athlete
- q. Affiliated with Greek Organizations



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r. Other, please specify \_\_\_\_\_

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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
  - b. Access to survey link (only access on computer vs mobile access)
  - c. Limitations of survey tool (e.g. specific time allotted to take survey, ease of navigating survey, technical limitations, etc.)
  - d. Inability to publicize survey
  - e. Survey fatigue among respondents: multiple competing survey requests at one time
  - f. Length of the climate survey
  - g. We conduct other surveys that may not generally be considered climate surveys
  - h. Lack of buy-in and/or support from students, staff and faculty
  - i. Survey not adjusted for special considerations for certain populations, such as students with disabilities or English language learners”
  - j. Concern about confidentiality/use of data
  - k. Unknown
  - l. Other, please explain \_\_\_\_\_
-





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Q19 Has analysis and reporting of the responses been conducted?

Yes

No

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*Display This Question:*

*If Q19 = Yes*

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

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*Display This Question:*

*If Q19 = Yes*

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

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*Display This Question:*

*If Q19 = No*



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.

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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
- b. internal memo
- c. at on-campus events
- d. within student portal account
- e. on website
- f. all campus presentation
- g. board meeting
- h. social media
- i. hardcopy report
- j. campus event
- k. other, please specify \_\_\_\_\_

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Page Break



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Display This Question:

If Is there a summary report or other deliverable(s) regarding the results you have compiled? If yes...  
File Is Uploaded



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
Table of each demographic grouping	
Distribution of scores by demographics (race, student level, gender identity etc.)	
Rating of satisfaction levels (strongly agree, disagree, etc) by classification (faculty, staff, student) or gender or race/ethnicity	
% of populations	
Summary of open ended questions	



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*Display This Question:*

*If Q19 = Yes*

Q25 What were your institution's 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. A results data dashboard that will be available on the institution's website
  - i. Public website (available to anyone)
  - ii. Institution portal (available to all students, faculty, staff, and admin)
  - iii. Institution portal (secured dashboard for institutional faculty/staff/admin)
  - b. Campus presentations/president's cabinet/board meetings/etc.
  - c. Campus Divisional/Departmental meetings of staff/faculty/admin
  - d. Campus-wide events with students to celebrate diversity/inclusion, or other (sexual assault awareness)
  - e. Campus-wide meetings with students (student government associations, etc.)
  - f. Strategic/long-term/short-term planning meetings
  - g. Institutional accreditation events (periodic review, self-study, etc.)
  - h. Hard copy report
  - i. Other (please specify)
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Q27 What action(s) does the institution plan to take next in response to its campus climate survey results?

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Q28 In addition to the climate survey currently described, did the institution administer other types of campus climate surveys in the past four years (2018-2022)?

- a. Yes
- b. No

*Display This Question:*

*If Q28 = a. Yes*

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

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Q30 Does your institution plan to utilize the current campus climate survey instrument again within the next four years?

- a. Yes
- b. No
- c. Still deciding

*Display This Question:*

*If Q30 = b. No*

*Or Q30 = c. Still deciding*

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

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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



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

Name \_\_\_\_\_

Email \_\_\_\_\_

Title \_\_\_\_\_

Department \_\_\_\_\_

Phone Number \_\_\_\_\_

End of Block: Contact Information Block

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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. Due to logic sequencing in the submission form, this submission form is for an:*

***Institution did NOT administer a campus climate survey  
between July 1, 2018 and June 30, 2022.***

*All institutions must submit a form by December 31, 2022 indicating they have not completed a campus climate survey in the last four years and will do so this current academic/fiscal year. Institutions completing a survey this year may want to preview the file titled, "CampusClimateDataSubmissionForm\_Administered\_Survey." The questions and information within this data submission form will help you prepare for your campus climate survey administration and plan for reporting data by the summer 2023 deadline.*

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Start of Block: Default Question Block

Q1 In accordance with P.L. 2020 c.104, institutions of higher education are required to administer campus climate surveys. All institutions will need to submit the data submission form by December 31, 2022 to indicate whether they have conducted a campus climate survey or indicating they will be conducting a survey by the deadline of June 30, 2023. If your institution has completed a campus climate survey between FY2018-2022, the data submission form will populate with additional questions to satisfy compliance with P.L. 2020, c. 104. Please complete the template by no later than 5:00 p.m. on December 31, 2022. The submission window will be open from September 1, 2022 through December 31, 2022.

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](mailto:research@oshe.nj.gov).



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Q2 <Institution Name> did or did not complete a campus climate survey during July 1, 2018-June 30, 2022.

- Yes, we conducted a campus climate survey and are reporting on the findings
- No, we have not conducted a campus climate survey in this timeframe, but we will submit by the final June 30, 2023 deadline**

End of Block: Default Question Block



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**Question Block for Institutions that did not administer a campus climate survey in the last four years.**

Q3 Select the survey instrument you plan to use to administer your campus climate survey, from the options below.

- Higher Education Data Sharing (HEDS) Consortium Diversity and Equity Campus Climate Survey
- #iSPEAK: Rutgers Campus Climate Survey
- Administrator-Research Campus Climate Collaborative (ARC3): Survey of Campus Climate Regarding Sexual Misconduct
- Association of American Universities (AAU) Campus Climate Survey
- Bureau of Justice Statistics (BJS) Campus Climate Survey
- Campus Religious and Spiritual Climate Survey (HERI)
- Higher Education Data Sharing Consortium (HEDS) Faculty/Staff Survey of Campus Climate for Sexual Violence/ Sexual Assault Campus Climate Survey
- Higher Education Research Institute (HERI) Diverse Learning Environments Survey
- Insight Viewfinder
- Johns Hopkins It's on Us
- Seattle University Campus Climate Project 2015
- SoundRocket
- University of Chicago Campus Climate Survey
- University of Kentucky Campus Climate Survey
- University of Michigan Campus Climate Survey
- University of Oregon Campus Climate Survey



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- White House Task Force Sample Survey
- Other (please write-in the name of the instrument you plan on using)
- 
- We have not decided on a specific survey tool

Q4 Which of the core domain(s), do you anticipate utilizing in your prospective campus climate survey administration? 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
- b) School Connectedness: sense of belonging on campus
- c) Institutional Response: perception of and direct experiences with campus response to sexual misconduct
- d) Institutional Response: perception of and direct experiences with campus response matters of diversity and inclusion
- e) Student /Peer Response: perception of and direct experiences with peer response to disclosures of sexual misconduct and matters of diversity and inclusion
- f) Campus Education/Prevention Programs and Awareness of Campus Resources: efforts to educate the campus community
- g) Direct Experiences: self-reports of personal experiences as a victim or perpetrator of sexual misconduct discrimination, harassment, bias, or insensitive comments
- h) Consent and Attitudes Toward Sexual Violence/Rape Myth Acceptance: attitudes toward consent for sexual encounters
- 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



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- j) Bystander Attitudes & Behavior: attitudes and actions to interrupt situations posing risk for sexual misconduct
- 

Q5 Has your institution established a working group or task force to specifically plan, implement, and evaluate your institution's response to the new law requiring administration of a campus climate survey?

Yes

No

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*Display This Question:*

*If Q5 = Yes*

Q6 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



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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	Secondary Responsibility
A. Chief Diversity Officer	<input type="checkbox"/>	<input type="checkbox"/>
B. Dean of Students/Chief Student Affairs Officer/Vice President for Student Affairs	<input type="checkbox"/>	<input type="checkbox"/>
C. Government Relations	<input type="checkbox"/>	<input type="checkbox"/>
D. Human Resources	<input type="checkbox"/>	<input type="checkbox"/>
E. Title IX/Deputy Coordinator	<input type="checkbox"/>	<input type="checkbox"/>
F. Institutional Research/Effectiveness	<input type="checkbox"/>	<input type="checkbox"/>
G. Institutional Compliance	<input type="checkbox"/>	<input type="checkbox"/>
H. Institution President	<input type="checkbox"/>	<input type="checkbox"/>
I. Vice President/Senior Administrator	<input type="checkbox"/>	<input type="checkbox"/>
J. Faculty	<input type="checkbox"/>	<input type="checkbox"/>
K. Other, please enter	<input type="checkbox"/>	<input type="checkbox"/>



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Display This Question:

If Q5 = No

Q7 Will an internal working group be formed to compile the support the efforts of this Campus Climate survey? If yes, please specify how many members will be a part of this working group in the text box provided?

Yes (please specify how many members will be a part of this working group)

\_\_\_\_\_

No

Q8 What topical areas would be helpful to review in an OSHE/CSAC technical assistance workshop aimed at ensuring your institution has a successful campus climate survey administration? (Based on selected list below, please check all that apply.)

A. Selecting a climate survey instrument/questionnaire (e.g. survey design considerations, self-designed, proprietary, validity, reliability, etc.)

B. Crafting appropriate research questions for your climate survey administration

C. Creating a survey plan

D. Considering sampling methods (representative samples, limiting sampling bias, non-response bias, types of samples- random, stratified, etc.)

E. Strategizing for an effective survey administration

F. Analyzing campus climate survey results

G. Linking survey results to practice, how best to use campus climate survey results to inform institutional change and improvement

H. Other (please fill-in in the space provided):

\_\_\_\_\_



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End of Block: Section 2

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Start of Block: Contact Information Block

Q9 Please provide contact information for the main campus contact for campus climate surveys for your institution.

Name \_\_\_\_\_

Email \_\_\_\_\_

Title \_\_\_\_\_

Department \_\_\_\_\_

Phone Number \_\_\_\_\_

End of Block: Contact Information Block

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