



To: Presidents/Leadership, Title IX Coordinators, Institutional Research, and Chief Diversity Officers
From: Amanda Martinez, Policy Analyst
Date: December 21, 2022
Subject: Reminder: Campus Climate Data Submission Form Due December 31, 2022

This is a reminder that, 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 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, which asks institutions to indicate either that they have conducted a campus climate survey or that they will be conducting a survey by the deadline of June 30, 2023.

On September 1, 2022, the campus climate data submission form was sent directly to Presidents and the designated climate survey point of contact via email. The email provided each institution with a unique link (URL) to the data submission form that could be shared across the institution to allow multiple staff to collaborate on responses for the form. In addition, two versions of the data submission form are available as a preview of questions that appear on the submission form ([Version 1](#) & [Version 2](#)), however institutions *must* submit their responses through their URL. For any questions regarding the first data collection cycle or how to submit the form, we recommend institutions review the [Frequently Asked Questions for First Cycle of Campus Climate Surveys](#) document.

All institutions must 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 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 Chad May, Director of Research and Analysis, at chad.may@oshe.nj.gov.

Thank you for your commitment to this critical work!