



**Ursuline College
Assessment of Campus Climate and Community
Talking Points for CSWG**

1. The purpose of this project is to provide important information about our climate and will enable us to improve the environment for learning, living, and working at the College. The climate assessment project is supported by Sr. Diana Stano. The *Climate Study Working Group (CSWG)* is comprised of members from faculty, students, staff, and alumni from the Ursuline community. The Ursuline administration has commissioned this survey with the hope that we will have 100% participation in the survey within the campus community.
2. The survey results will be used in the following ways:
 - a. to assist Ursuline in developing recommendations for inclusion;
 - b. to assist all areas of the campus in focusing their efforts to make the campus inclusive and welcoming for all.
3. The surveys will be administered online from February 7. All students and all employees are asked to take the survey. **Participation is strongly encouraged and incentives will be provided.**

Students

If at least 500 students complete the survey: 10 \$10.00 gift cards (Target)

If 1,000 students complete the survey: 20 \$10 gift cards (Target)

Faculty/Staff

If at least 100 faculty/staff complete the survey: 10 \$10.00 in Arrow Dollars to Grille, Daley, Bookstore

4. If you do not have access to a computer, you can use the public access computers on campus. A limited number of paper copies of the survey will also be available at the Besse Library and UCAP.
5. **Confidentiality is guaranteed. The answers to the surveys will be submitted directly to Rankin and Associates.** The IP address that is used in submitting the survey will be stripped when it reaches Rankin and Associates. The campus will receive reports of group results only (no individual answers) and no individual will be identifiable in the results.

Statement of Confidentiality for Participation

In the event of any publication or presentation resulting from the assessment, no personally identifiable information will be shared. Your confidentiality in participating will be kept to the degree permitted by the technology used (e.g., IP addresses will be stripped when the survey is submitted). No guarantees can be made regarding the interception of data sent via the Internet by any third parties, however, to avoid interception of data, the survey is run on a firewalled web server with forced 128-bit SSL security. In addition, the external consultant (Rankin & Associates) will not report any group data for groups of fewer than 5 individuals that may be small enough to compromise confidentiality. Instead, Rankin & Associates will combine the groups to eliminate any potential for demographic information to be identifiable. Please also remember that you do not have to answer any question or questions about which you are uncomfortable.

Statement of Anonymity for Comments

Upon submission, all comments from participants will be de-identified in an attempt to make those comments anonymous. Thus, participant comments will not be attributable to their author nor to any demographic characteristics. However, depending on what you say, others who know you may be able to attribute certain comments to you. The anonymous comments will be analyzed using content analysis and submitted as an appendix to the survey report. In order to give “voice” to the quantitative data, some anonymous comments may be quoted in publications related to this survey.

6. The survey will take between 20 and 30 minutes to complete and must be completed **in one sitting**. If you close your browser, you will lose any responses you previously entered.
7. The results of the survey will be reported in meetings for all members of the campus community. Survey participants will also be able to learn about the results online on the Ursuline College webpage.
8. After you submit your survey responses you will be directed to a Thank-You page where you may enter a drawing for one of the following:

Students

If at least 500 students complete the survey: 10 \$10.00 gift cards (Target)

If 1,000 students complete the survey: 20 \$10 gift cards (Target)

Faculty/Staff

If at least 100 faculty/staff complete the survey: 10 \$10.00 in Arrow Dollars to Grille, Daley, Bookstore

No survey information is connected to entering the drawing

9. Questions about the survey should be directed to: Susan R. Rankin, Ph.D., Rankin and Associates Consulting, P.O. Box 576, Howard, PA 16841, sue@rankin-consulting.com or members of the *Climate Study Working Group*.
10. More information regarding the project may be found at <http://www.ursuline.edu/campusclimatesurvey/>