



## 2018 HEDS Sexual Assault Campus Climate Survey

*(Updated 4/01/18)*

The HEDS Sexual Assault Campus Climate Survey asks students about their perceptions of their campus's climate for unwanted sexual contact and sexual assault, their perceptions of how their institution responds to sexual assaults, and whether and how often they have experienced unwanted sexual contact or sexual assault. All institutions, regardless of whether they belong to HEDS, are welcome to participate.

Depending on whether students have experienced unwanted sexual contact or sexual assault, the survey usually takes less than 15 minutes to complete. It can be administered to undergraduate and graduate students 18 years of age and older and is meant for students who spend a significant amount of time on campus, not for students who take their courses strictly online.

### Survey Administration

You can administer the HEDS Sexual Assault Campus Climate Survey for any 3–6 week period between January 15 and April 30, 2018. To receive comparative reports, institutions must administer the survey to undergraduates from all class years.

### Administration Method

We use an email administration method for this survey in order to guarantee the anonymity of participating students. A member of the HEDS staff will send your students an individualized email invitation with a unique link to the survey. If students do not complete the survey, we will send reminders via email. You may customize both the invitation and the reminders, and each message appears to come from your institution.

To ensure consistency in the administration process and the integrity of the comparative data, as well as the anonymity of the responses, we do not allow institutions to administer any HEDS survey through their own survey engines.

### Reports and Data Files

<b>Standard administration reports and data files</b>	<b>HEDS institutions</b>	<b>Institutions not in HEDS</b>
Summary reports that compare your students to students at all other participating institutions on key indicators in the HEDS Sexual Assault Campus Climate Survey.	✓	✓
Frequency report that compares your students to students at all other participating institutions on all of the survey's questions.	✓	✓
SPSS and/or Microsoft Excel file with your participants' responses (responses removed or combined with others when needed to keep students' responses anonymous). We will review open-ended text responses and remove individuals' names if respondents identify people by name. We will add values/labels to SPSS files.	✓	✓

<b>Standard administration reports and data files</b>	<b>HEDS institutions</b>	<b>Institutions not in HEDS</b>
Compilation of your students’ responses to the open-ended questions at the end of the survey.	✓	✓
Interactive report that compares your students’ mean scores on several key indicators in the HEDS Sexual Assault Campus Climate Survey to those of students from other HEDS institutions that have participated in this survey. You can create customized comparison groups with this report.	✓	

The data file will not show names, email addresses, IP addresses, location information, etc., and institutions will have no way of linking survey responses to individuals.

Please note that if you have a small number of completed surveys and/or a small number of students who report that they have experienced sexual assault, it may impact the summary data we can provide you.

In order to protect the identity of institutions examining their campus climate and responding to this sensitive data, we will not identify publicly the institutions that participate in the survey nor will we publish or publicly present any summaries or analyses of the survey data. All of our analyses will be shared only with institutions that participated in the survey.

Given the sensitive nature of the information in this survey, participating HEDS institutions agree to follow an additional set of rules for disseminating and sharing data beyond the terms outlined in the [HEDS Statement of Understandings](#). Specifically:

- In any public presentations or dissemination of data from the survey on or off campus, HEDS institutions will not identify other HEDS institutions that participated in the survey or display the data from any single HEDS institution, even if that institution is not identified. In these settings, HEDS institutions will only present pooled data from other HEDS institutions or other comparison groups that contain at least five institutions.
- In deciding how to share HEDS peer data from this survey on campus, the HEDS primary contact will be responsible for working with the senior leaders at her or his institution to identify the people on campus who need to see HEDS peer institutional data in order to respond effectively to the survey findings. In addition, the primary contact and senior leaders will ensure that everyone who has access to HEDS peer data recognizes and accepts their obligation to prevent any public disclosure of participating institutions’ identities and data.

## Fees

	<b>HEDS institutions</b>	<b>Institutions not in HEDS</b>
Base cost includes: <ul style="list-style-type: none"> <li>• One 3–6 week survey administration</li> <li>• Email administration method</li> <li>• Up to 1,000 responses</li> </ul>	\$500	\$1,700

	<b>HEDS institutions</b>	<b>Institutions not in HEDS</b>
<ul style="list-style-type: none"> <li>• One survey invitation and up to three reminders</li> <li>• 10 supplemental questions</li> <li>• Reports and data files as specified above</li> </ul>		
11 to 20 supplemental questions	+ \$250	+ \$250
Additional responses ( <i>after first 1,000 responses; count includes incomplete responses and duplicate responses; invoiced after the survey closes</i> )	+ \$1.00 per extra response	+ \$1.00 per extra response
Late registration fee ( <i>see explanation in registration section below</i> )	+ \$250	+ \$250

If your institution has multiple campuses and you wish to administer the survey to more than one campus and identify which students came from which campus, you have three options:

	<b>Reports</b>	<b>Data Files</b>	<b>HEDS institutions</b>	<b>Institutions not in HEDS</b>
Option A: we add a question at the start of the survey that asks students what campus they are from	One set of reports that combines data from all campuses	One data file with a campus ID variable	\$100	\$100
Option B: we add a question at the start of the survey that asks students what campus they are from	One set of reports per campus. There is an additional \$500 fee for overall and/or combined multi-campus reports.	One data file per campus. There is an additional \$100 fee for an overall multi-campus data file.	\$250 per additional campus	\$250 per additional campus
Option C: we create a separate survey for each campus so you can create different invitation and reminder messages for each campus	One set of reports per campus. There is an additional \$500 fee for overall and/or combined multi-campus reports.	One data file per campus. There is an additional \$100 fee for an overall multi-campus data file.	\$500 per additional campus	\$1,700 per additional campus

## Other Survey Information

- **Survey liaison** – You will need to identify one individual from your institution to serve as the survey liaison to handle survey logistics, communicate with the HEDS staff, etc.
- **IRB approval** – As the provider of the HEDS Sexual Assault Campus Climate Survey, we submitted the survey to the Wabash College Institutional Review Board (IRB) for review, and it qualified for exempt status. The Wabash IRB letter is available [here](#). We ask that you work with your own IRB for approval, including approval of supplemental questions if applicable, before administering this survey.
- **Mandatory participation** – You should not make the survey mandatory or use survey incentives that may affect voluntary participation without consulting your IRB. In addition, the introduction to the HEDS Sexual Assault Campus Climate Survey, which informs participants that the survey is voluntary, cannot be altered.



Students may choose not to answer any question in the survey. Furthermore, they may stop taking the survey at any time and choose not to submit their data. This means that we will only keep survey responses once students click the “submit” button at the end of the survey, and we will not keep partial responses. We have done this to ensure that students have complete control over whether and when they submit data.

- **Supplemental questions** – You can add up to 20 supplemental questions, the first 10 of which are free, related to the HEDS Sexual Assault Campus Climate Survey’s subject matter at the end of the survey. The questions must not contain information that would lead to the identification of people taking the survey. As a result, we strongly discourage you from including open-ended questions. Each sub-question on a multipart or matrix question counts as a supplemental question. We ask that you submit finalized questions during registration. Your data file will include participants’ responses to these questions, but the HEDS reports will not.
- **Additional questions for institutions in New York** – If your institution is in the state of New York, we have additional questions we can add to the end of your survey, at no cost, so that the survey satisfies the requirements of the State of New York Senate Bill S5965.
- **Tracking response rates** – We will send survey liaisons weekly updates on response rates during the survey administration period so they can monitor survey participation.
- **Providing campus and local resources for sexual violence** – Survey liaisons will provide contact information for campus and local resources for sexual violence and may also provide information about how to report incidents of sexual assault to campus authorities.
- **Embedding institution names in the survey** – We will configure the survey so that your institution’s name appears prominently on each page.
- **Support for RAINN** – The HEDS Consortium supports the efforts of colleges and universities to prevent sexual assault, to help victims of sexual assault, and to ensure safe campus environments for all students. We will make a donation to the Rape, Abuse & Incest National Network (RAINN), the nation’s largest anti-sexual violence organization, for every institution that participates in the 2018 HEDS Sexual Assault Campus Climate Survey.

## Registering for the HEDS Sexual Assault Campus Climate Survey

You can register for the 2018 HEDS Sexual Assault Campus Climate Survey using our [online registration form](#). At the time of registration, you may choose to pay with a credit card or receive an invoice and pay with a check.

You must register at least three weeks prior to the date on which you plan to begin administering the survey. We will make decisions about accepting late registrations on a case-by-case basis. If we can accommodate a late registration, we will charge an additional \$250 late fee.

## HEDS Sexual Assault Campus Climate Survey Administration Contact

Please contact Kirsten Skillrud (skillruk@wabash.edu or 765-361-6170) if you have any questions. You can download a copy of the survey from our website at: <https://www.hedsconsortium.org/heds-sexual-assault-campus-survey/>.