

The following process details how the new Campus Climate Survey will be administered, assessed, and evaluated on campus:

- Survey will be sent to Faculty, Lecturers, Staff, and Administrators every Fall
- Survey will run for 2 full weeks with 2 reminders
- In collaboration with the College Council, the Survey Development Team will evaluate survey responses and make recommendations to the Admin Team for areas of improvement
- Admin Team will develop a plan of action to be completed prior to the end of the academic year
- Survey Development Team reconvenes in the Fall, evaluates the effectiveness of both the survey instrument and process, then makes changes according to the needs of the college
- The survey is sent out again in the Fall
- Once the responses from the survey have been evaluated, the Survey Development Team will determine if there has been any notable changes to campus climate, based on the improvements made by the Admin Team
- The IR Office will ensure that the process outlined here is carried out on campus every year