

DIG Campus Climate Survey Data Access Policy

DIG is committed to transparency and open communication as the Carleton community receives and responds to the findings of the Spring 2008 Campus Climate Survey. We anticipate that the report of Rankin and Associates will stimulate campus-wide discussion and debate. This discussion is certain to raise questions and the data collected by Rankin and Associates could well be a resource useful in answering some of those questions. In anticipation of such questions arising we have developed the following policy regarding access to the data collected in the campus climate survey.

DIG as the sponsor of the survey has an obligation to respond to questions raised by members of the Carleton community about the survey and the findings of the survey. DIG also has a responsibility to respond as fully and expeditiously as possible to legitimate inquiries from the community for more analysis of the data. Therefore, DIG will appoint a three-member Data Access Subcommittee to handle these responsibilities. Members of the subcommittee, in consultation with DIG, will respond to simple requests for analysis from the community. Especially difficult or extensive requests may be forwarded to Institutional Research. A second copy of the raw data will be housed at IR for long-term historical comparison purposes. In order to protect the confidentiality of survey respondents, only members of the Data Access subcommittee and staff at Institutional Research will have access to the survey data.

Questions for the Data Access Subcommittee may be submitted, in writing, by any member of the Carleton community to any subcommittee member listed below. Well-formulated, simple requests, e.g. "Could you please cross-tabulate the responses to question 67 against the demographic variables in question 23?" will be answered within two weeks. Community members raising more difficult or extensive requests will be contacted within two weeks by the subcommittee and informed of the progress being made and the plan for providing a full response.

This policy will be posted on the DIG website.

Approved by DIG on May 13, 2008

Subcommittee members: Kaaren Williamsen-Garvey, Chai Lee, Steve Kennedy