

## 2024 STAFF CLIMATE SURVEY INFORMATION SHEET

### PURPOSE OF THE STUDY

You are asked to complete this survey as part of a national study conducted by the Higher Education Research Institute (HERI) at CRESST at the University of California, Los Angeles. The purpose of the project is to assess college and university staff members' views on campus climate and their experiences as employees. Its uses are multiple: to conduct analyses of issues relating to staff morale, satisfaction, sources of stress, and their perspective on campus climate; to start a national database for research, to study climate for staff in relation to student and faculty views on climate; and for institutional improvement.

### PROCEDURES

To participate in this study, complete and submit the web-based questionnaire. Most respondents complete this questionnaire in about 20-25 minutes, although individual progress will vary by how quickly you move through the questions.

You may decide not to complete the survey for any reason at any time without consequence of any kind. The Higher Education Research Institute does not offer payment for participation. Your participation and return of the questionnaire indicate your consent to participate in the study.

### USE OF DATA FOR FUTURE RESEARCH

Your data, including de-identified data, may be kept for use in future research.

### POTENTIAL BENEFITS TO SUBJECTS AND/OR SOCIETY

You may have the opportunity to reflect on your experiences as a staff member, which may enhance self-understanding. Your responses to the survey also will be directly beneficial to your college or university, and may benefit future generations of staff as well.

### POTENTIAL RISKS AND DISCOMFORTS

There could be survey items of a sensitive nature that you are uncomfortable answering or to which you would simply prefer not to respond. Your participation in this study is strictly voluntary, and you will be under no obligation whatsoever to answer any questions that you are not inclined to answer. You may choose not to answer any specific questions you do not want to answer and still remain in the study.

### CONFIDENTIALITY

The HERI Staff Climate Survey is anonymous. The instrument does not collect any personally identifying information. Email addresses may be used as a "key" to access the survey and are not retained or connected to the survey responses. Please note that your responses will be used for research purposes only and individual responses will not be analyzed. As part of its agreement to participate in this survey, your institution has agreed to only report data in the aggregate. In order to prevent those who have responded or who have opted out of the survey from receiving survey reminders, the institutional representative will receive a list of staff who have already responded or who have opted out of future communications. This list will not be tied to survey responses in any way.

### IDENTIFICATION OF INVESTIGATORS

If you have any questions or concerns about the research, please contact the Director of CRESST, Dr. Li Cai at this address: Higher Education Research Institute @ CRESST, UCLA Graduate School of Education and Information Studies, Box 951522, Los Angeles, CA 90095-1522 Email: [heri@ucla.edu](mailto:heri@ucla.edu) Phone: 310-825-1925

### RIGHTS OF RESEARCH SUBJECTS

You may withdraw your consent at any time and discontinue participation without penalty. You are not waiving any legal claims, rights or remedies because of your participation in this research study.



HIGHER EDUCATION RESEARCH INSTITUTE AT UCLA  
HOME OF THE COOPERATIVE INSTITUTIONAL RESEARCH PROGRAM

**UCLA Office of the Human Research Protection Program (OHRPP):**

If you have questions about your rights as a research subject, or you have concerns or suggestions and you want to talk to someone other than the researchers, you may contact the UCLA OHRPP by phone: (310) 206-2040; by email: [participants@research.ucla.edu](mailto:participants@research.ucla.edu) or by mail: Box 951406, Los Angeles, CA 90095-1406.

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