



Florida Board of Governors
State University System of Florida
325 West Gaines Street, Suite 1614
Tallahassee, FL 32399
Phone 850.245.0466
Fax: 850.245.9685
www.flbog.edu

March 23, 2022

Dr. Alexander Cartwright
President
University of Central Florida
Post Office Box 160002
Orlando, Florida 32816-0002

Dear President Cartwright:

The 2021 Florida Legislature passed House Bill 233 to promote Intellectual Freedom and Viewpoint Diversity within the State University System of Florida and the Florida College System. The Florida Board of Governors (FLBOG) was asked to create “an objective, nonpartisan, and statistically valid survey to be used by each institution which considers the extent to which competing ideas and perspectives are presented and members of the college community, including students, faculty, and staff, feel free to express their beliefs and viewpoints on campus and in the classroom.”

A survey instrument has been created for use by the State University System and the Florida College System. The anonymous survey is intended to obtain opinions on intellectual freedom and viewpoint diversity at the public postsecondary institutions. To that end, the Board of Governors requests your assistance in administering the survey to your student and employee population according to an established timeline and procedures that are provided in the attached documents.

The Board of Governors will aggregate the university responses and only grouped responses will be reported. Any data or results that might compromise a respondent's identity will not be published. The Board will then produce a summary report for the State University System to be submitted to the Legislature by September 1, 2022.

Your responsiveness and support of this important project will be appreciated.

Sincerely,

Marshall M. Criser III
Chancellor

c: Brian Lamb, Chair, Board of Governors
Academic Vice President
Council for Student Affairs Representative
University Data Administrator
University Chief Information Officer

Appendix A: Instructions

Intellectual Freedom and Viewpoint Diversity - Instructions for Survey Dissemination

Background

House Bill (HB) 233 amended sections (ss.) 1001.03 and 1001.706, Florida Statutes (F.S.), to define the terms “intellectual freedom and viewpoint diversity” and “shield.” The bill also added a requirement for Florida College System (FCS) and State University System (SUS) institutions to conduct an annual assessment of intellectual freedom and viewpoint diversity. The annual survey is required to be objective, nonpartisan and statistically valid. The instrument assesses the extent to which students, faculty and staff feel free to express their beliefs and viewpoints on campus and that competing ideas are presented on campus.

Public postsecondary colleges and universities have as their primary aim the preparation of students to become informed citizens of a democratic society. This requires students to cultivate the skills necessary to become intellectually autonomous, critical thinkers, and empathetic and ethical actors. This survey will inform state leaders with data and information about the extent to which students, faculty, and staff feel a part of a campus and intellectual environment conducive to achieving these aims.

Key Dates

Each university is responsible for assisting the Board of Governors in disseminating the survey to its students and employees in accordance with the following deadlines.

Pre-notification	<u>March 31, 2022</u> – Each university sends pre-survey notifications to students and employees, respectively.
Survey	<u>April 4, 2022</u> , – each University sends survey invitations to students and employees, respectively.
Reminders	<u>April 7, 2022</u> – each University sends survey reminders to students and employees, respectively.
Closing	<u>April 8, 2022</u> – Survey collectors close at 11:59 p.m. ET.
Certification	No later than Friday, <u>April 15, 2022</u>
Results	By <u>September 1, 2022</u> – The Board of Governors publishes the results annually, with the first report of the survey results submitted to the Legislature by September 1, 2022.

Instructions

Step 1: Survey link for your university (as soon as possible)

The survey instruments have been created for use by the State University System and the Florida College System. Each university will administer the survey to its student and employee population according to the above schedule. The Board of Governors will aggregate the university responses and produce a system-wide report for the Legislature.

Institutions are requested to share the web-based collector link with their student and employee populations, respectively. **These should be separate notifications—one notification to all students with the student URL and one notification to all employees with the staff URL. Do not group students and employees in the same notification, as the survey URLs will be different.**

The Board office will aggregate the responses and produce a system-wide report for the Board of Governors.

Step 2: Determine method of dissemination (as soon as possible)

Each university will use the most appropriate student/staff notification system to disseminate the survey link. The notification system must provide a distinct count of recipients and is anticipated to reach the full population. For consistency, Institutions should select only one method of distribution per cohort type.

After distribution, the University will return to the Board office a certified count of the number of students and staff that the link was distributed to using the Board's Data Request System as outlined in step six.

Step 3: Send pre-survey notification (March 31, 2022)

On Thursday, March 31, 2022, each institution will send students and employees a pre-survey notification using the text provided. Modify [platform] to reflect the method of dissemination your institution is using for that population. **As a reminder: do not group students and employees in the same notification, as the survey URLs will be different.**

Student Notification

Dear Student:

Early next week, you will receive a communication via [platform] inviting you to fill out a survey for an important study being conducted by the Florida Board of Governors. The purpose of this survey is to assess the extent to which you feel free to express your beliefs and viewpoints on campus.

Here are a few things to keep in mind:

- Only complete the survey once. It will take approximately 5-10 minutes to complete.
- Your participation in this survey is completely voluntary. You are free to not answer any question or withdraw from the survey at any time.
- This is an anonymous survey that is being conducted by the Florida Board of Governors and Florida State College System. Responses will only be reported at the group level, not at the individual level.
- Don't share the survey with anyone else.
- Look out for a notification by the end of the day on Monday, April 4, 2022. If you miss the first notification, a reminder will be sent out prior to the survey close date of April 8, 2022.

Should you have any questions, please contact the Florida Board of Governors at SUSsurvey@flbog.edu.

Employee Notification

Dear Employee:

Early next week, you will receive a communication via [platform] inviting you to fill out a survey for an important study being conducted by the Florida Board of Governors. The purpose of this survey is to assess the extent to which you feel free to express your beliefs and viewpoints on campus.

Here are a few things to keep in mind:

- Only complete the survey once. It will take approximately 5-10 minutes to complete.
- Your participation in this survey is completely voluntary. You are free to not answer any question or withdraw from the survey at any time.
- This is an anonymous survey that is being conducted by the Florida Board of Governors and Florida State College System. Responses will only be reported at the group level, not at the individual level.
- Don't share the survey with anyone else.
- Look out for a notification by the end of the day on Monday, April 4, 2022. If you miss the first notification, a reminder will be sent out prior to the survey close date of April 8, 2022.

Should you have any questions, please contact the Florida Board of Governors at SUSsurvey@flbog.edu.

Step 4: Send survey invitation (April 4, 2022)

On Monday, April 4, 2022, each institution will send a survey invitation using the text provided. **As a reminder: do not group students and employees in the same notification, as the survey URLs will be different.**

Student Invitation

Dear Student:

You are invited to participate in a survey on Intellectual Freedom and Viewpoint Diversity. This survey is designed to assess the extent to which you feel free to express your beliefs and viewpoints on campus. This survey is being conducted by the Florida Board of Governors as part of implementation of House Bill 233, which passed during the 2021 legislative session.

Please follow this link (or copy and paste the link into your web browser) to complete the brief survey, which should take 5-10 minutes: <https://flbog.research.net/r/UCF-Student336>

Your participation in this survey is completely voluntary. You are free to not answer any question or withdraw from the survey at any time. No personally identifiable information will be associated with your responses. This survey is anonymous, and responses will only be reported at the group level, not at the individual level.

Should you have any questions, please contact the Florida Board of Governors at SUSsurvey@flbog.edu.

Thank you for your time and consideration.

Employee Invitation

Dear Employee:

You are invited to participate in a survey on Intellectual Freedom and Viewpoint Diversity. This survey is designed to assess the extent to which you feel free to express your beliefs and viewpoints on campus. This survey is being conducted by the Florida Board of Governors as part of implementation of House Bill 233, which passed during the 2021 legislative session.

Please follow this link (or copy and paste the link into your web browser) to complete the brief survey, which should take 5-10 minutes: <https://flbog.research.net/r/UCF-Staff737>

Your participation in this survey is completely voluntary. You are free to not answer any question or withdraw from the survey at any time. No personally identifiable information will be associated with your responses. This survey is anonymous, and responses will only be reported at the group level, not at the individual level.

Should you have any questions, please contact the Florida Board of Governors at SUSsurvey@flbog.edu.

Thank you for your time and consideration.

Step 5: Send survey reminder (April 7, 2022)

On Thursday, April 7, 2022, each university will send students and employees a reminder to complete the survey using the text provided. Because the survey responses are not linked to individuals, the reminder email should be disseminated to all students and employees.

Student Reminder

Dear Student:

You were recently invited to participate in a survey on Intellectual Freedom and Viewpoint Diversity, aimed at understanding the extent to which you feel free to express your beliefs and viewpoints on campus. If you have not already completed the survey, please do so before Friday, April 8, 2022, at 11:59pm Eastern Time. Access the survey at: <https://flbog.research.net/r/UCF-Student336>

If you have already completed the survey, please accept our thanks.

PLEASE NOTE: Your participation in this survey is completely voluntary. You are free to not answer any question or withdraw from the survey at any time. All responses are anonymous. Surveys will close on April 8, 2022, at 11:59 p.m. ET.

Should you have any questions, please contact the Florida Board of Governors at SUSsurvey@flbog.edu.

Thank you for your participation.

Employee Reminder

Dear Employee:

You were recently invited to participate in a survey on Intellectual Freedom and Viewpoint Diversity, aimed at understanding the extent to which you feel free to express your beliefs and viewpoints on campus. If you have not already completed the survey, please do so before Friday, April 8, 2022, at 11:59pm Eastern Time. Access the survey at: <https://flbog.research.net/r/UCF-Staff737>

If you have already completed the survey, please accept our thanks.

PLEASE NOTE: Your participation in this survey is completely voluntary. You are free to not answer any question or withdraw from the survey at any time. All responses are anonymous. Surveys will close on April 8, 2022, at 11:59 p.m. ET.

Should you have any questions, please contact the Florida Board of Governors at SUSsurvey@flbog.edu.

Thank you for your participation.

Step 6: Notify the Board office of dissemination method and population size (By April 15, 2022)

Each university will submit a completed template, exhibit A below, via the Data Request System <https://prod.flbog.net:4445/pls/apex/f?p=760> no later than April 15, 2022.

Should you have any questions regarding this information, please contact SUSsurvey@fbog.edu.

Exhibit A

2022 Intellectual Freedom and Viewpoint Diversity Survey

Survey Type	Distribution Method	Count
Student		
Staff		

Once steps 1-6 are complete, no further action is required of any institution. The Board office will compile and the Board of Governors will report the results annually, with the first report of the survey results published by September 1, 2022.

Contact

Should you have any questions, please contact the Florida Board of Governors at SUSsurvey@fbog.edu