

FREQUENTLY ASKED QUESTIONS (FAQs)

1. What is the purpose of this *UNLV MSI Initiatives Survey*?

The purpose of the *UNLV MSI Initiatives Survey* is to collect a uniform set of data regarding the many initiatives that operate on the UNLV campus and are specifically designed and/or intended to assist and meet the specific needs of students, faculty, staff, alumni, and/or community residents who are members of one or more special populations or identity groups, which include (but are not limited to):

- Academically underprepared students
- Asian American persons
- Black/African American persons
- Disabled individuals
- Exclusively online learners
- First-generation or prospective first-generation college students
- Food-insecure individuals
- Foster youth
- Hispanic/Latinx persons
- Homeless or housing insecure persons
- International students
- Justice-impacted individuals
- LGBTQ+ individuals
- Low-income individuals (e.g., Pell-eligible students)
- Men
- Multi-racial persons
- Native American persons
- Native Hawaiian and Native American Pacific Islander persons
- Non-traditional learners
- Transfer students
- Undocumented/DACA students
- Veterans or families of veterans
- Women

The *Survey* dataset will permit the UNLV Minority Serving Institution (MSI) Taskforce and other stakeholders to gain insight regarding each initiative's purpose, services, and activities; reach (i.e., the number and characteristics of persons served or benefiting for the initiative's services and activities); intensity (i.e., the duration and/or frequency of the services and activities); and impact (i.e., the initiative's objectives and/or outcomes).

2. How will the results of the *Survey* be utilized?

There will be many potential uses for the *Survey* results. For example, the results might help the MSI Taskforce and others to:

- Identify where and how specific populations and identity groups are being sufficiently served or underserved by initiatives;
- Create an annually updated, general catalog of initiatives to highlight, showcase, or summarize UNLV's efforts to address the needs of special populations or identity groups;
- Support requests for additional funding to create initiatives that support specific populations or identity groups that are currently unserved or underserved; and/or
- Argue for the extension or expansion of one or more current initiatives so that they can serve more individuals or additional special populations or identity groups.

3. Who should complete the *Survey*?

You should complete the *Survey*, if you are a UNLV employee and you oversee an initiative that is specifically designed and/or intended to assist and meet the specific needs of students, faculty, staff, alumni, and/or community residents who are members of one or more special populations or identity groups noted in the response to FAQ item #1.

4. When should I be prepared to complete the *Survey*?

The *Survey* will be administered online through Qualtrics, opening each calendar year in June (starting in 2024) and closing four months later. Responses to the *Survey* should be associated with initiatives operating at any point from the start of the prior fall semester to the end of the current summer term. Thus, for an initiative that operates only during the fall and/or spring semester, a *Survey* response can be submitted as early as June. Conversely, responses focusing on initiatives that operate over the summer should be submitted no earlier than August.

For example, the 2023-24 version of the *Survey* will open in June 2024 and close in October 2024. This version should be completed to reflect initiatives that operated in the fall 2023 semester, spring 2024 semester, and/or summer 2024 term. However, you can complete the *Survey* as early as June if the initiative you oversee will not operate in the summer of 2024.

5. For which initiatives should I be prepared to complete this *Survey*?

Be ready to complete the *Survey* for each initiative you oversee that is designed to assist and meet the specific needs of one or more special populations or identity groups noted in the response to FAQ item #1.

6. How many times should I complete this Survey?

Complete the *Survey* once annually for each initiative designed to assist and meet the specific needs of one or more special populations or identity groups noted in the response to FAQ item #1.

7. How long will it take me to complete this Survey?

Less than one hour, provided you have all your data collected beforehand.

8. Where can I find a copy of all the Survey questions?

A copy of all questions that appear on the *Survey* can be found [here](#).

9. Will I need to provide a response to every Survey question?

No. Your responses to many of the questions will activate display-and-skip logic that is built into the Qualtrics version of the *Survey*. The display-and-skip logic will determine which subsequent questions you will and will not encounter.

10. When should I start preparing to respond to the Survey?

At least ten months before it opens for data collection for a given academic year. For example, preparation to complete the *Survey* for the 2023-24 academic year should begin in the summer of 2023.

11. How should I start preparing now so that I am ready to respond to the Survey the next time it opens?

To be ready to complete the *Survey*:

- I. Identify all UNLV initiatives that you will oversee in the next academic year and that are designed to assist and meet the specific needs of one or more special populations or identity groups;
- II. Identify the specific population(s) and/or identity group(s) (cf., *Survey* question #4) targeted by each initiative;
- III. Identify the categories of persons (cf., *Survey* question #5) targeted by each initiative;
- IV. Decide what type of initiative participant data you will need to collect in the next academic year (cf., *Survey* questions #6, #10, and/or #14). If the persons that the initiative will serve are:
 - A. Students, you can report the NSHE numbers of the individual initiative participants or report counts of participants broken out by their academic levels (i.e., undergraduate, graduate, or professional) and by the special populations or identity groups with which they identify.

- B. Faculty or staff, you can report the employee ID numbers of the individual initiative participants or report counts of participants broken out by their employee classification (i.e., faculty or staff) and by the special populations or identify groups with which they identify.
- C. Alumni or the general public, you can report counts of initiative participants broken out by the special populations or identify groups with which they identify.
- V. Establish and implement procedures for collecting initiative participant data throughout the next academic year so that you are ready to respond the *Survey* questions #7, #8, #9, #11, #12, #13, and/or #14 when the *Survey* is open again between June and October of the next calendar year.
- VI. Review the remaining *Survey* questions so that you have ample time to consider how to respond before the next time that the *Survey* opens.