

# Association of Doctoral Programs in Criminology and Criminal Justice

## Annual Survey Data Request Policy

The Association of Doctoral Programs in Criminology and Criminal Justice (ADPCCJ) conducts an annual survey of member institutions focused on a variety of metrics relating to program information, student enrollments, and faculty composition, salaries, and research output. The report that is generated presents information in the aggregate and does not identify data unique to any single member institution. The report is made available to the member institutions and the public on the ADPCCJ website each year.

As a rule, the ADPCCJ will not provide annual survey response data in any format to any individual for the purposes of publication. The ADPCCJ will also not provide the full data file to any requestor under any circumstances. The Board will bring any request for exceptions to this rule to the general membership to be voted upon at the Annual meeting.

### Survey Data Request Policy:

Ad-hoc requests for specific member institution data from other member institutions are limited to such things as periodic internal program reviews and other internal benchmarking purposes.

All requests for data must be made by member institutions in good standing and approved by the Board.

Every year, at the end of the annual survey, the ADPCCJ requests active consent to disclose anonymous, de-identified data in response to specific requests from other member institutions. The reason for the request and specific data desired must be clear and made in writing to the ADPCCJ President. Response selections include “yes,” “no,” and “maybe.”

- Data for institutions responding ‘No’ will not be released under any circumstances.
- De-identified data for institutions providing ‘Yes’ responses will be released if the request is approved by the Board. No further action is needed on the part of the requestor.
- In instances where the institution has responded ‘Maybe,’ to the active consent request, the Board will advise the requestor and they must seek written permission from that institution and forward that to the Board. Only then will the Board include that institution as part of the data request. Thus, the Board may only provide survey data to member institutions for programs that have indicated a “yes” on the survey or “maybe,” contingent on the program agreeing to have their data released in the instance of the latter response having been chosen for that particular year.

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