

**DRAFT**

November 18, 2015

Lynn E. Williford, Ph.D.

Assistant Provost for Institutional Research and Assessment

Office of Institutional Research and Assessment

313 Carr Building, Campus Box 3350

CAROLINA CAMPUS

Dear Assistant Provost Williford:

On behalf of the members of the Faculty Welfare, Community and Diversity, Fixed-Term Faculty, and Status of Women Committees, we write to propose the addition of a part-time analyst position within the Office of Institutional Research and Assessment (OIRA). While the faculty who serve on these committees are deeply dedicated to our respective charges, we are also constrained by teaching and research obligations, which make data gathering and analysis extremely difficult. We believe that, with the support of this analyst position, each committee will be able to more efficiently pursue their agendas and to provide better data to substantiate conclusions and recommendations. As you are well aware, the Carolina Metrics Project is one example of how data can enhance and drive future decision-making at the University.

Located within OIRA, this additional analyst position would dedicate a pre-determined percentage of time (ideally, 0.5 FTE) to gathering and making available various data sets relevant to the faculty committees’ missions. As a liaison between the OIRA and Faculty Governance, the analyst would explain data that the university reports externally (e.g., IPEDS data), provide context for raw data, craft customized data queries, and complete analyses to meet respective committee charges. The analyst would also analyze university data on the behalf of the committees as needed for specific projects. The person in this position would be skilled in qualitative and quantitative analysis, would have a good understanding of the mandated national reports that OIRA has to produce, and would be knowledgeable about PeopleSoft and faculty personnel data categories. This position would enable the committees to focus on addressing faculty needs under their respective charges and on crafting workable policy proposals.

In the Faculty Welfare Committee’s initial discussion with you last year, you were receptive to this proposal and felt that the OIRA would be a logical place for this position to be housed. If this remains the case, we welcome any assistance your office could provide in designing the structure, qualifications, and duties for such a position. Additionally, this proposal aligns with the recommendation, by the Provost’s Committee for Inclusive Excellence and Diversity, to increase the capacity of the OIRA.

Clear, direct access to and utilization of data will allow these committees to provide better-informed, well-grounded recommendations, in line with strategic priorities and campus realities, that will allow all members of the Carolina community to flourish. We believe that this type of position will allow UNC-Chapel Hill to continue to take a leadership role in the qualitative and quantitative assessment of our academic mission.

Please feel free to call upon any of us for clarification of this request.

Yours truly, (specific designations and the order to be determined)

Timothy J. Ives G. Rumay Alexander

Faculty Welfare Committee Community and Diversity Committee

Nancy C. Fisher Margot B. Stein

Fixed-Term Faculty Committee Committee on the Status of Women

cc: Joseph S. Ferrell, Secretary of the Faculty, Office of Faculty Governance

 Bruce A. Cairns, Chair of the Faculty, Office of Faculty Governance