



MEMORANDUM

TO: Deans, Directors, and Department Heads

FROM: W. Randolph Woodson, Chancellor

SUBJECT: UNC System Employee Engagement Survey

DATE: March 21, 2024

Between March 25 and April 8, NC State faculty and staff will have the opportunity to participate in the UNC System Employee Engagement Survey for the fourth time. The survey is being sent to all permanent full-time (75% time or more) faculty and staff employed as of Jan. 31, 2024.

This is a significant endeavor both for NC State and for the UNC System. It is being implemented as part of the UNC System's Higher Expectations strategic plan. The last time we took the survey, in March and April 2022, the survey responses helped us identify areas where employee satisfaction is high as well as areas that need improvement.

We have compiled a [list of key points](#) to communicate with your management teams. Please review these points carefully and share them with your teams to ensure that all managers accurately and consistently communicate about the survey with NC State faculty and staff. The list explains the goals of the survey, how it will be administered and why it is important for faculty and staff to participate.

While participation is voluntary, it is strongly encouraged. Managers and supervisors must give employees up to 30 minutes to complete the survey during their normal working hours. They cannot require employees to use break time or leave time to take the survey.

The survey will be available in English, Spanish and French.

If you have general questions about the survey initiative, contact Tim Danielson, associate vice chancellor for human resources, at tjdanie4@ncsu.edu. For technical issues, contact Dr. Nancy Whelchel, assistant vice provost for institutional survey research and analysis, at nancy_wchelchel@ncsu.edu. For more information, visit the [survey website](#).

Thank you for supporting this important initiative.