

From: Office of the President

Sent: Friday, February 2, 2018 11:13 AM

To: CAR Survey - Staff <CARSurveyStaff@kennesaw.edu>

Subject: Your input is needed - KSU Comprehensive Administrative Review

TO – Opportunity Identification Participants

FROM –President Sam Olens and Provost Ken Harmon

SUBJECT: Comprehensive Administrative Review – Opportunity Identification Survey

Dear Colleagues,

For some, this may be an introduction to the University System of Georgia's Comprehensive Administrative Review (CAR) initiative, and for others this may be an additional opportunity to participate. As a reminder, the purpose of the CAR is to review and refine multiple aspects of our administrative processes across the System to provide greater flexibility in supporting our academic and research, and public service missions. USG's student-centered goal continues to be the driving force for our operations, and by aligning our capabilities with our strategic mission, we can better serve our community.

We are now preparing to enter the review phase to look for opportunities where we are "Best-in-class" and also have "Room-for-improvement." This will be done via an Opportunity Identification Survey. As part of a thoughtful and deliberate approach to developing a holistic administrative model, we are asking you as a member of institutional leadership to participate in this important portion of the review activity.

The Opportunity Identification Survey will be delivered electronically via email from our partners at Huron Consulting on February 5, and the survey will remain open **until February 9 at midnight**.

The survey is anonymous; participants will be asked to identify his or her institution, department, and years of service. However, no personal information will be asked of the respondent, and all answers will be aggregated into a larger end report for further analysis.

To learn more about the Comprehensive Administrative Review and the Opportunity Identification Survey, we encourage you follow the link [here](#) to the University System of Georgia's Comprehensive Administrative Review website.

We thank you for your participation in this effort and all that you do to make Kennesaw State University the best place to work, learn, and succeed.

Meanwhile, if you have any questions, please feel free to email CARquestions@kennesaw.edu. Sincerely,

Sam Olens, President

Ken Harmon, Provost and Vice President for Academic Affairs