



NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
H. Martin Lancaster, President

MEMORANDUM

DATE: February 6, 2007

TO: Planners

FROM: J. Keith Brown
Associate Vice President, Planning, Accountability, Research & Eval

SUBJECT: Submission of Employer Satisfaction Survey Data

Attached to this email you will find an Excel spreadsheet that is to be used in submitting your college's data from the Employer Satisfaction survey. **DO NOT** modify the spreadsheet in any manner, as this will cause problems in the data compilation at the System Office. You will notice areas in blue that may look strange if you are not familiar with Excel. These are cells in which formulas have been inserted. Once you have entered your data, the formulas will perform the appropriate calculations for you to review. **DO NOT** modify the formulas.

The completed spreadsheet should be returned to Dr. Soyoung Yim. The due date for these data is **February 23**.

If you have any questions regarding this requirement, please contact me.

Attachment

c: Presidents

CC07-031
Email Only

