



THE UNIVERSITY OF NORTH CAROLINA AT CHAPEL HILL
Office of the Vice Chancellor for Research and Graduate Studies

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TO: Chancellor's Cabinet
Deans, Directors and Department Chairs
Department Business Managers
Chair, Faculty Council
Chair, Employee Forum

FROM: Nancy D. Suttentfield, Vice Chancellor for Finance and Administration
Tony G. Waldrop, Vice Chancellor for Research and Graduate Studies

Handwritten signatures of Nancy D. Suttentfield and Tony G. Waldrop.

SUBJECT: Restructuring Research Administration at Carolina

DATE: December 21, 2001

We are pleased to announce a plan to restructure the research administration process at the University. In response to needs expressed by the University community, a working group was established to examine the relationship between the Office of Research Services and the Office of Contracts and Grants, in order to streamline and increase the responsiveness of research services to principal investigators and their administrators. Previous studies and reviews that were conducted in the last five years served as a foundation for the plan.

The services provided by these two offices will be combined into a new Office of Research Administration, reporting to the Vice Chancellor for Research and Graduate Studies. This change brings unified responsibility, greater efficiency and enhanced teamwork for both pre-award and post-award services.

Faculty and staff representatives from the UNC-Chapel Hill community will be invited to serve on a committee charged with implementing the organizational changes necessary to assure that the "best practices" in research administration are adopted. In addition, the new office will be guided by the ongoing advice from a committee regarding opportunities for process and service improvements.

It is our goal to create the environment necessary to make the University of North Carolina at Chapel Hill the premier public research institution in the nation and to assure continuous improvement of the services and information provided to everyone performing or supporting research on our campus.

We plan to keep you informed through periodic communications and welcome your input as this new structure is formalized.