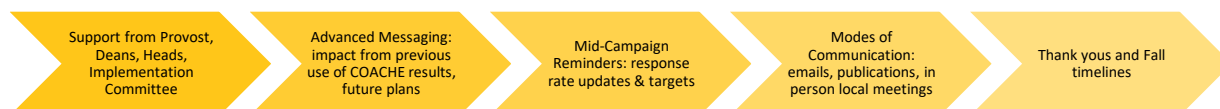


Communication Plan for 2022 COACHE Faculty Job Satisfaction Survey

1. Purdue Today (the official Purdue communication for faculty and staff, in email newsletter format)
 - a. Before the launch – survey timing, intent, importance
 - b. The week of the launch – encouragement to participate and examples of demonstrated progress made in response to previous survey results
 - c. Twice during the survey
2. COACHE-approved emails from university leadership:
 - a. Before the launch - Provost
 - b. After the launch – Vice Provost for Faculty Affairs
 - c. After the survey closes – Provost
3. COACHE-delivered email reminders to faculty (x4): weeks of (TBD) [2/26, 3/12, 3/26, 4/2]
4. Provost Newsletter: late January/early February edition
5. Communications to Deans: Academic Deans Council meeting in January – discussion led by Provost and Vice Provost for Faculty Affairs
6. Communications to Department Heads:
 - a. Postings and updates to Department Head MS Teams site – managed by Faculty Affairs
 - b. Discussion at campus-wide department head forum in January, and featured session at new department head forum January 20 – led by Vice Provost for Faculty Affairs & team
7. Departmental/College newsletters:
 - a. Messages from associate deans for faculty affairs in each college in January/February
8. COACHE website updates (www.purdue.edu/provost/faculty/initiatives/coache.html)
9. ***New for 2022 Survey Cycle: COACHE Implementation Committee outreach in the colleges and planned follow-up activities**
 - a. **Pre-launch messaging (emails and presentations at department faculty meetings (x66 departments)) –**
 - i. **how their colleges used previous COACHE results and what related progress was made**
 - ii. **messages about sampling and targeted response numbers (engaged IDA+A from beginning)**
 - iii. **plans for how new results would be considered and used locally**
 - b. **Weekly response rate updates & encouragement**
 - c. **Intermittent (x2) unit level response rate updates & encouragement**

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