

FAQ for Qualtrics Survey

- **Why am I being asked to complete a survey?**

If you received a request to complete a survey, you are on our records as the director of a University Center or Institute (UACI). If you are no longer the director of a UACI, please respond to the request and let us know who the current director is. Do not forward the email.

- **How is this information being used?**

The information solicited in the survey is being requested by USHE relative to a proposed USHE policy R405 Approval of Academic Centers and Institutes that is currently under consideration.

- **How can I find the strategic plans for the Utah Board and the University.**

The Utah Board of Higher Education strategic plan is published on their website [here](#). The University of Utah strategic plan is published [here](#).

- **How detailed do the answers need to be?**

Responses should not be more than 1000 characters (about 200 words). Aim to be concise in your responses; be sure to offer direct, crucial information and limit elaboration to necessary or helpful context or detail.

- **If my center is no longer active, do I need to fill out the survey?**

Yes. You can indicate that the center is no longer active—either formally discontinued (as required by UACI policy) or in the process of being discontinued.

- **What if my center is associated with a federal grant and the funding has been cancelled?**

You can provide an explanation of the funding situation and contingencies in place to continue or discontinue operations, as applicable.

- **What if I am unsure about the proper answer to one of the questions?**

Provide as much information as possible. We will review the survey results before they are submitted and will contact you if we have follow-up questions.

- **What if I still have questions?**

Feel free to [contact us](#) if you have additional questions.