

Eric Naisbitt  
Assistant Vice President of State Government Relations  
UNC System  
223 S. West Street  
Raleigh, NC 27603

March 14, 2023

Dear Mr. Naisbitt:

Pursuant to our authority contained in N. C. Gen. Stat. § 120-76, the Joint Legislative Commission on Governmental Operations (“Commission”) respectfully requests that the University of North Carolina system (“UNC System”) provide the Commission documents containing information necessary to our inquiry into university employee training programs administered through UNC System or its member universities (“University”). We appreciate the UNC System’s willingness to participate in our evaluations to make government more efficient and effective within our State. The Commission, therefore, formally requests the College provide the following for the current and previous three fiscal years:

1. A list of all classifications utilized by UNC System or the University to categorize employee training; for example, practice fields, leadership, management, agency-specific trainings, or position- or title-specific trainings.
2. An inventory of all UNC System- or University-administered employee trainings, whether at the behest of or directed by the UNC System or the University, delivered virtually or in-person, which cover the subject matters of Diversity, Equity, Inclusion, and Accessibility (“DEIA”) or other similar topics, including those trainings made in partnership with third parties. This inventory shall include the training title, a brief description of the training topic, key learning objectives, estimated time to complete the training, date(s), schedule(s), or interval(s) of administration, and whether the training is optional or required.
3. An inventory of all University “in-house” workshops, facilitations, organizational developments, and course designs, delivered virtually or in-person, which cover the subject matters of DEIA or other similar topics for employees, including those trainings made in partnership with third parties. This inventory shall include the training title, a brief description of the training topic, key learning objectives, estimated time to complete the training, date(s) or schedule(s) of administration, and whether the training is optional or required, but shall not include any courses designed for students.
4. For each training item listed in paragraphs (2) and (3) above, an inventory and the direct costs of all associated training materials, whether required or supplementary, including but not limited to books, videos, reading materials, and surveys, whether developed by the University, University System, OSHR, or a third party.
5. For each training item listed in paragraphs (2) and (3) above, an inventory and the direct costs of all associated instructor or facilitator costs, including but not limited to hiring rates, travel and per diem, instructor or software training, or any other associated costs.
6. For each training item listed in paragraphs (2) and (3) above, the direct cost to purchase rights to training materials, including but not limited to licensing fees, instructor or software training, software maintenance and support, or ongoing subscriptions.
7. For each training item listed in paragraphs (2) and (3) above, all estimated costs associated with said creation, design, and customization.

8. For each training item listed in paragraphs (2) and (3) above, any accompanying vendor contract for said purchase or acquisition of training, materials, or personnel. This shall include any ancillary contracts necessarily required to fulfill the primary vendor contracts.
9. For each training listed in paragraphs (2) and (3) above, a list of all fees required to be paid by registrants, including but not limited to fees or supplies, for participation in the course.
10. For each training item listed in paragraphs (2) and (3) above, a summary table of training attendees' job classification.

For purpose of this letter, "DEIA" includes, but is not limited to, those subject matters which reference or discuss "diversity", "equity", "inclusion", "accessibility", "racism", "anti-racism", "anti-racist", "oppression", "internalized oppression", "systemic racism", "sexism", "gender", "LGBTQ+", "white supremacy", "unconscious bias", "bias", "microaggressions", "critical race theory", "intersectionality", or "social justice."

As a reminder, in furtherance of its duties, this Commission and any committee created therefrom, under N.C. Gen. Stat. §120-77, "shall have access to *any* paper or document, and may [...] secure *any* evidence under the provisions of G.S. 120-19" [emphasis added]. The Commission's authority is further extended under N.C. Gen. Stat. §120-19 which provides in relevant part that "all officers, agents, agencies and departments of the State are required to give to any committee of either house of the General Assembly [...] upon request, all information and all data within their possession, or ascertainable from their records. This requirement is mandatory and shall include requests made by any individual member of the General Assembly, one of its standing committees or the chair of a standing committee, or any other legislative panel duly appointed by the President Pro Tempore and/or the Speaker of the House or an agent or employee of such a legislative panel."

While we understand that you may not personally maintain the documents and data requested, we trust that you will fulfill the responsibilities of your position as the Assistant Vice President of State Government Relations for the UNC System in obtaining those documents and data from the appropriate channels.

We request a full and complete response to the above questions, including the production of any and all associated documents and data, by no later than close of business (5:00 P.M.) on Tuesday, March 28, 2023. Thank you in advance for your cooperation in this matter.

Thank you,



Derrick Welch