



EPAC Career Development Subcommittee Project Charter



Project Title

Data Analytics of Promotion Board Feedback

Project Team

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Project Purpose

The purpose of this project is to provide more transparency to USPHS Engineer Officers on the promotion process for the engineer category.

This project will analyze results of recent promotion board feedback regarding comments provided on score sheets. In addition, this project will reach out to USPHS Engineers promoted in past 5 years requesting the promoted officers to provide the feedback comments they received and what the promoted officer believes caused them to receive that specific feedback (i.e. Officer promoted to TO5 received “Strength -- Advanced degrees/education” and has a PhD in biochemical engineering).

Project Stakeholders

USPHS Engineer Officers – to be better prepared for promotion
Promotion Board – potentially give future promotion board more understanding what previous promotion boards gave feedback for

Project Schedule/Milestones

Q1: identify promotion-relevant data metrics
Q2: solicit survey of USPHS Engineers promoted in last five years, gain access to data sources, and extract data metrics that typify promoted officers
Q3: analyze data metrics and trends.
Q4: draft and present to EPAC a white paper, highlighting metrics characteristic of promotion.

Project Deliverables

White paper describing the analysis and results; A summary presentation to EPAC.

Team Communication

Quarterly teleconference and adhoc email/phone meetings.

Assumptions/Constraints

- Assumption: Project assumes certain data metrics correlate to successful promotion.
- Assumption: Project assumes recently promoted officers will respond to request for information
- Assumption: Recently promoted officers did receive feedback (e.g. more than one promotion board member provided the same feedback comment)



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- Assumption: Officers reading White Paper and/or listening to presentation do not misinterpret information as a checklist of elements for promotion opposed to a characterization of promoted officers.

Approval

Project Lead, LCDR Timothy Martin

CDS Leadership