

## **DUTIES AND RESPONSIBILITIES OF THE AHC FACULTY AFFAIRS COMMITTEE**

1. To examine all policies and procedures of the Academic Health Center which influence the professional and personal welfare of the faculty and academic professional staff, and to recommend improvements in the design and implementation of faculty and academic professional personnel policies.
2. To recommend to the University-wide Senate Faculty Affairs Committee additions to and modifications and interpretations of the rules and procedures of the Academic Health Center regarding faculty tenure.
3. To examine and propose Academic Health Center policies and programs associated with faculty and academic professional staff development.
4. To monitor any legislation and other policies affecting faculty and academic professional welfare including such matters as tenure and promotion, salary and benefits, and faculty and academic professional staff development.
5. To recommend to the AHC Faculty Consultative Committee such actions or policies as it deems appropriate.
6. To submit an annual report to the AHC Faculty Assembly.

From: Courtney Vickie  
To: feldm001@maroon.tc.umn.edu, bland001@tc.umn.edu,\*  
CC: gross002@maroon.tc.umn.edu, bebea001@maroon.tc.umn.edu,  
Subject: AHC FCC Faculty Affairs Subcommittee  
Date: Mon, 26 Oct 1998 13:08:45

October 26, 1998

TO: AHC Faculty Affairs Committee  
Carole Bland, Chair  
Bernie Feldman  
Jean Forster  
Ted Oegema  
Rick Purple  
Bert Stromberg

FROM: Cynthia Gross, Chair  
AHC Faculty Consultative Committee

RE: Continued Service on AHC Faculty Affairs Subcommittee

Last December the chair of the AHC FCC, David Hamilton, wrote to you regarding your willingness to serve on the AHC Faculty Affairs Subcommittee. At that time we indicated that your term would be for the 1997-98 academic year and after that the AHC Committee on Committees would be responsible for appointments to subcommittees. At that time we also thought that an election would be held to fill the vacancies on the AHC FCC. As many of you may know, the process was put on hold due to a recommendation made by a Governance Task Force that would have eliminated the formal link to the University Senate/Assembly structure. In August we were notified by Martha Kvanbeck, Senate Office, that the Twin Cities Faculty Assembly recommended that the AHC Committee on Committees serve as the nominating committee for the AHC FCC election. Vickie Courtney, AHC Governance Coordinator then began the election process. It is expected that new AHC FCC members will be identified by early December.

I wanted to provide you with this background information to give you a basis for my request that you continue to serve on the subcommittee through this academic year. The current AHC FCC members believe that it is important to maintain as much continuity in our governance structure as possible. There will be little continuity on the AHC FCC beginning January, 1999 because of the number of members rotating off and the resignation of one of the members who's term would have expired at the end of this academic year. Six of the eight FCC members will be rotating off. We believe continuity of membership of the subcommittees would be beneficial during the upcoming transitional period.

If you have any questions or decide that you CANNOT serve, please call Vickie Courtney, 625-4805, by November 4, 1998. Otherwise we shall assume that you are willing to continue to participate. If we do not hear from you, Professor Carole Bland, the current subcommittee chair, will be in contact with you regarding dates and agendas.

Thank you for considering this continued appointment. We hope that you will help us maintain faculty and academic professional commitment to the AHC community.

# UNIVERSITY OF MINNESOTA

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University Senate

427 Morrill Hall  
100 Church Street S.E.  
Minneapolis, MN 55455-0110  
612-625-9369  
Fax: 612-626-1609  
E-mail: senate@mailbox.mail.umn.edu

December 17, 1997

**TO:** AHC Faculty Affairs Committee  
Carole Bland, Chair  
Bernie Feldman  
Jean Forster  
Ted Oegema  
Rick Purple  
Bert Stromberg

**RE:** AHC Faculty Affairs Committee

Dear Colleagues:

The University of Minnesota is widely viewed as having an active and effective faculty/student governance system. Much of its effectiveness comes from the willingness of busy and productive faculty and academic professionals to commit their time and energies to the betterment of our University community. As a result, University administrators rely on the governance system to provide guidance and insights into faculty and academic professional perspectives. This letter is a request to you to help your colleagues and the AHC community by participating as a member of an AHC-wide committee.

The AHC Faculty Consultative Committee has been given the authority by the AHC Faculty Assembly to appoint a Faculty Affairs and a Finance and Planning Committee for this academic year. After that, a Committee on Committees will be elected and responsible for presenting to the AHC Faculty Assembly a slate of proposed committee members. We have nominated you to serve on the Faculty Affairs Committee. The duration of your term is for the 1997-98 academic year. This does not preclude you from serving again. Enclosed for your information is a copy of the Academic Health Center Faculty Assembly Constitution and Bylaws.

If you have any questions or decide that you CANNOT serve, please call Vickie Courtney, 612-625-4805, by January 7, 1998. Otherwise, we shall assume that you are willing to participate. If we do not hear from you, Professor Carole Bland, who has agreed to serve as chair during 1997-98, will be in contact with you regarding meeting dates and agendas.

Thank you for considering this appointment. We hope that you will help us maintain faculty and academic professional commitment to the AHC community during this important time of change.

Sincerely,



David Hamilton, Professor  
Chair, AHC Faculty Consultative Committee

Enclosure

October 20, 1998

**TO:** AHC Faculty Affairs Committee  
Carole Bland, Chair  
Bernie Feldman  
Jean Forster  
Ted Oegema  
Rick Purple  
Bert Stromberg

**FROM:** Cynthia Gross, Chair  
AHC Faculty Consultative Committee

**RE:** Continued Service on AHC Faculty Affairs Subcommittee

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I wanted to provide you with this background information to give you a basis for my request that you continue to serve on the subcommittee through this academic year. The AHC FCC members believe that it is important to maintain as much continuity in our governance structure as possible. Because of the delay in the election process and one resignation, six of the eight FCC members will be rotating off.

If you have any questions or decide that you CANNOT serve, please call Vickie Courtney, 625-4805, by November 4, 1998. Otherwise we shall assume that you are willing to continue to participate. If we do not hear from you, Professor Carole Bland, the current subcommittee chair, will be in contact with you regarding dates and agendas.

**Thank you for considering this continued appointment. We hope that you will help us maintain faculty and academic professional commitment to the AHC community.**

**Cc: AHC Committee on Committees  
AHC FCC Members**

AHC - Faculty Affairs  
9/1/99

Present: Roby Thompson, Jean Foster,  
Theodore Cegema, Bert Stromberg,  
Robert Bache

Manuel B.

- Mickey explained that Fac. Affairs

Read the Charge

1. Faculty Compensation, ~~Acad~~ Survey -  
policy + procedure

o Post-tenure review

o Review of depart. heads -

o New position in office of VP -  
Education - Educational leader  
group - Interdisciplinary issues

o Want to accomplish - unified com.  
within each of the schools -  
advise, discuss, actions all  
communicated to constituencies

- specific definition of position ~~to~~ within AHC; this committee may want to consider interfacing with U Fac. affairs.

P & A

Discussion about role of committee

Senatus =

Medical School - work + naming of positions -

- Education piece -

VP for Education - new efforts -

P.I. for Recurring funding

Should the ~~medical~~ committee exist

- Policies about personnel stuff -

Roby talked a lot about this -

From: Jean Forster  
To: courtney@mailbox.mail.umn.edu  
CC:  
Subject: RE: Call for a meeting of the AHC Faculty Affairs Committee  
Date: Thu, 08 Jul 1999 09:26:12 -0500 (CDT)

See below. Jean Forster

>Hello:

>

>I would like to take this opportunity to welcome you to the AHC's Faculty  
>Affairs Committee for 1999-00. I look forward to meeting those of you who  
>I have not yet met and working with you through the upcoming academic  
year.

>

>In the absence of a chair, Professor Muriel Bebeau, chair of the AHC FCC,  
>has asked that I call a meeting of your committee so that you can select a  
>chair and discuss a meeting schedule for 1999-00 as well as planning your  
>agenda.

>

>Please indicate your availability for the weeks of:

>

>August 16 - 20: Anytime except the 20th

>

>August 23 - 27: not pm on 23rd, not 24th

>

>August 30 - September 3: not am Aug 30, not Sept 3

>

>Plan to meet for approximately 1 hour for your first meeting.

>

>I will be providing staff support to your committee. Additionally, Senior  
>VP Frank Cerra has agreed to allocate \$3,000 to the department of whomever  
>is selected as chair. The Office of the University Senate will handle the  
>transfer of funds.

>

>Below are the duties and responsibilities of the AHC Faculty Affairs  
>Committee:

>

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>which influence the professional and personal welfare of the faculty and  
>academic professional staff, and to recommend improvements in the design  
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policies.

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>additions to and modifications and interpretations of the rules and  
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>associated with faculty and academic professional staff development.

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