

## **ACADEMIC HEALTH CENTER FCC**

August 14, 1997

### **Minutes of the Meeting**

*These minutes reflect discussion and debate at a meeting of a committee of the University of Minnesota Senate or Twin Cities Campus Assembly; none of the comments, conclusions, or actions reported in these minutes reflect the views of, nor are they binding on, the Senate or Assembly, the Administration, or the Board of Regents.*

**PRESENT:** David Hamilton (chair), Judy Garrard, Sheila Corcoran-Perry, Muriel Bebeau

**REGRETS:** Dan Feeney, Cynthia Gross, Fred Hafferty, Pete Bitterman

**ABSENT:** None

Members briefly discussed an e-mail message from VP Cerra saying that the RSO Report had been approved by the FCC - members present did not recollect approving it, although Vickie Courtney said it had been discussed with VP Cerra at an earlier meeting and those attending that meeting had indicated to him that they were pleased with the "scaled down" version. It had been recommended that a preamble be added, stating why the Academic Health Center was a good place to do business.

Professor Hamilton raised the issue of health insurance, specifically Medica Premier. Professor Hamilton explained that his physicians are in the Academic Health Center and this means that he can only have access to them by way of the State Health Plan. In 1998 this plan will cost \$213.71 per month. Professor Hamilton reported that a subcommittee of SCFA and AAUP is looking into this and thought that the FCC ought to take an active role.

A publication about health insurance showed Medica Primary going down from \$65 to \$52 - which of course is different from Medica Premier, he said. Many people may not be aware or at least didn't pay attention to the differences in the cost of these two insurance plans. What can the AHC FCC do about this?

One of the questions raised was whether anybody has dealt with the issue of reducing the cost by subsidizing it. It was suggested that a committee be established that would work closely with the Senate Faculty Affairs Committee and the AAUP group on this issue. The FCC will charge an ad hoc committee to look into this issue and will report to the AHC Faculty Assembly at its Fall quarter meeting.

Membership of the committee was discussed. It was agreed that people with knowledge about the issue be considered. The following names were suggested as possible committee members: Carole Bland, Bernie Feldman, Mark Hertzberg, Carol Wells, Kathy Watson and a rep. from the Duluth campus. It was suggested that this committee have representation from each of the schools/colleges within the AHC. Professor Hamilton will draft a charge letter to this group with copies going to the chair of the University FCC Vic Bloomfield, President of the AAUP Carolyn Williams, chair of SCFA Kent Bales, and Health Care Subcommittee chair Dick McGehee. It was suggested that Cherrie Perlmutter serve as advisor to the committee.

The compensation and salary issue relative to the School of Pharmacy was raised. This led to a discussion about how criteria is developed with respect to determining compensation. Is there faculty input in this process? Is there a peer review? Are the faculty aware of what the criteria are? According to the tenure code, an annual peer review is required, it was noted. When issues such as this comes up, what is the role of the FCC? Professor Hamilton suggested

that the FCC meet with VP Cerra and request the plans for distribution of funds that were submitted to him from the Deans (required by the President's Office). Members then spent some time discussing how the process is dealt with in their respective areas. Professor Hamilton will send a letter to VP Cerra requesting this on the agenda for the upcoming meeting with him.

#### OTHER BUSINESS

Judy Garrard has agreed to serve as liaison and co-chair of an advisory committee for public relations. Carole Bland was recommended to serve as the AHC faculty rep. on an advisory committee to work with Jeannette Loudon, Human Resources. Dan Feeny agreed to serve as the FCC liaison to Kathryn Johnston, CFO.

Professor Garrard reported that she has heard that committees have been established charged with the oversight of the \$1.7 million allocated for education from the legislature. Members were not aware of any such committee(s) but will talk with VP Cerra about it. It appears that numerous committees are being formed and it would be most helpful to obtain a list and membership of committees that have AHC FCC representation.

#### EARLY RETIREMENT

Professor Hamilton provided a brief update on the Early Retirement Committee. The way it is being presented now is that there would be an open time period from January 1 - December 31, 1998 and if you didn't choose during that time, you would have to wait until the next go around. In other words, it's a fire sale on pre-retirement benefits and there may or may not be another fire sale, one quipped. Professor Hamilton agreed, adding that he plans to turn in a minority report that says that you must take home at least 2.17 times your gross salary free of taxes. This would be across all schools. Would Deans have discretion about that, one asked? The discretion that the Deans would have is whether a person was allowed to participate, Professor Hamilton responded. Kathryn Johnston's committee as well as the Pre-retirement Committee are meeting in the near future. Professor Hamilton will keep the FCC apprised.

#### FUTURE AGENDA ITEMS

IMG and ICR will be considered for future agenda items.

Hearing no further business, Professor Hamilton adjourned the meeting.

-Vickie Courtney  
University of Minnesota!

**ACADEMIC HEALTH CENTER FCC**  
**Minutes of the Meeting**  
**June 12, 1997**

*These minutes reflect discussion and debate at a meeting of a committee of the University of Minnesota Senate or Twin Cities Campus Assembly; none of the comments, conclusions, or actions reported in these minutes reflect the views of, nor are they binding on, the Senate or Assembly, the Administration, or the Board of Regents.*

**PRESENT:** Judy Garrard (chair), David Hamilton, Cynthia Gross, Sheila Corcoran-Perry, Muriel Bebeau, Dan Feeney, Pete Bitterman

**REGRETS:** Fred Hafferty

**GUESTS:** Kathryn Johnston, Chris Roberts

Professor Garrard convened the meeting at 12:00 noon.

**ANNOUNCEMENTS:** Professor Garrard gave a brief report on the Dean's Council meeting she attended. Items discussed included the budget. Professor Garrard reminded members that questions about the budget could be directed to Kathryn Johnston as well as VP Cerra at an upcoming meeting.

Professor Garrard reported that she would call Michael Armstrong (chair of the AHCSFCC) to discuss the agenda for the quarterly meeting.

Members unanimously agreed that the recognition event held for individuals who were promoted was very successful and was appreciated. Members stated that they hoped this would become an annual event.

Members agreed that the committee should meet in July.

**NOMINATION FOR AHC FCC CHAIR AND VICE CHAIR**

David Hamilton was nominated to serve as AHC FCC chair and Cynthia Gross as Vice Chair for 1997-98. Motion was made and passed unanimously.

**AGENDA FOR THE MEETING WITH VP CERRA**

Items to be discussed with VP Cerra at the Monday meeting should include: the budget and the RSO Report.

**KATHRYN JOHNSTON:** Members then welcomed Kathryn Johnston, Chief Financial Officer for the AHC. She began by describing her background and then moved on to talk about the data systems that she is building in the AHC.

Ms. Johnston said that she could provide them with a lot of data but the important piece is to have the right framework to analyze it and to be able to decide what it means. She said she was surprised to learn that the AHC doesn't have any frameworks from which to work from. She then distributed an activity report for 1997-98. She modeled her objectives for the 1997 fiscal year to achieve the overall goal included in the AHC Strategic Plan: Strengthen financial

management to promote flexibility, investment, and healthy reserve resources.

Ms. Johnston commented that one of the first things she had to deal with is that people don't have a lot of faith in CUFS. She pointed out that CUFS is an accounting system, not a performance system. That means it keeps data - but if that data is not good then there is a problem. However, it is the official record of the University. Bridges need to be built that will allow people to pull that information into some sort of framework that will make sense - that is what she's trying to do.

Ms. Johnston said she want to get the people who do finance to understand that the are not controllers, they are consultants. These people are here to provide advice and help department heads, deans, and others to make good decisions, not to own funds. She said she also wants to protect the organization from one department seriously over spending its budget. Where do the department heads or business heads get the knowledge base to develop decisions about what models to use, it was asked? Ms. Johnston responded that she is working with systems officers and developing some training programs. Another one of her objectives is to help people make decisions about how they spend their resources. It is amazing how much of the University's resources go towards administering programs rather than to the programs, she said. One way to do this is to eliminate the shadow systems.

Ms. Johnston continued to walk through her activity report, pointing out the status of several of her objectives. Directing members' attention to page three of the document, she referred to item #10 - Develop an equipment replacement model: This initiative is underway. She has outlined the general concept, and collected the raw data. The next step, she said, is to construct a model that can be used to estimate the extent of equipment obsolescence in the AHC, and a reasonable cycle of replacement and renewal for scientific, computer and office equipment. One faculty member stated that this is a priority for many of the faculty.

With respect to training, one member commented that one of the major problems with financial employees is the level of their educational or training backgrounds. Another member stressed the importance of having a liaison between the people who generate the "big bucks" and the people who will be accounting and finance planning the "big bucks." Ms. Johnston made note of this point. Professor Garrard followed up by suggesting that an advisory finance and planning committee be formed to advise her. Ms. Johnston was receptive to the idea.

CHRIS ROBERTS, Director of Communications for the AHC, was next on the agenda. Ms. Roberts distributed her strategic communications planning process. She said that in the eight weeks that she has been here, she has met with about 80 people seeking ideas, advice, and council to better understand the history, get a flavor for the culture and to find out how she could help the faculty, students and staff to achieve their goals. The draft document, she said, is about how to create in a very tight, clean, action oriented, collaborative process framework for a marketing and communications comprehensive plan by August 1. During August they plan to start working on the pieces that there is agreement on, and spend the months of September and early October talking about the details and finalizing it. Ms. Roberts said it is her intent to get things going over the summer so that when people return they will see the beginnings of a very visible change in the way of doing business.

Ms. Roberts told the committee that she sees its members participating in: 1) the planning team; 2) the leadership team - the group that will shape the strategic questions; to identify and charge the work groups and to come back and give some thought to the objectives and goals; and, 3) the work groups - composed of volunteers who have an interest or expertise in the issue area.

She then turned to the committee and opened the floor for questions. One member asked for Ms. Roberts to talk about how problems will be handled on a public relations level. Ms. Roberts

responded that there are two levels - seizing opportunities and managing issues. She added that they are already shifting to an emerging issues strategy so that when problems do arise, plans are already in place. She pointed out that while she can't control reporters, they can be managed. Strategy is not only having plans ready to go but also building relationships with reporters about sensitive issues.

Another member suggested that the accomplishments of faculty should be reported. Ms. Roberts agreed. Members offered the suggestion that perhaps guidelines ought to be developed as to what constitutes an accomplishment worthy of a press release. A group such as a "Board of Scientific Advisers" could be established to advise Ms. Roberts on these matters. Identifying opportunities to highlight student accomplishments and the accomplishments of some of the graduates was also recommended.

Ms. Roberts asked that members review her strategic communications planning process and let her know how they would like to participate. She said that she is already working on a Corporate Identity Program; a bi-monthly features publication; and, a set of small publications - one for the AHC and seven for the schools and colleges that represent the importance and the impact of what the AHC does. She asked that she meet again with the FCC at a later time to provide them with an update on these and other items.

Members encouraged Ms. Roberts to eliminate THIS THURSDAY.

Hearing no further business, the meeting was adjourned at 1:30 p.m.

- Vickie Courtney  
University of Minnesota!

**AHC FCC**  
**Minutes of the Meeting**  
**July 10, 1997**

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**PRESENT:** Cynthia Gross (Vice Chair), Judith Garrard, Daniel Feeney, Sheila Corcoran-Perry

**REGRETS:** David Hamilton, Fred Hafferty, Muriel Bebeau

**ABSENT:** Peter Bitterman

In the absence of the chair and vice chair, Professor Garrard convened the meeting of the AHC FCC at 12:00. She informed the group that she and Professor Hamilton developed a list of items for the committee to focus on during the forthcoming academic year.

- Classroom upgrades - (FCC will discuss establishing a committee to address issues relative to classroom)
- RSSO - Dr. Cerra has indicated he will re-write this report.
- Education Report
- PIDP
- Legislative Initiatives
- ICR
- IMG
- FCC Liaison to Kathryn Johnston  
(Dan Feeney agreed to serve in this capacity. It was determined that it would be beneficial to establish an advisory committee to Kathy Johnson.)
- Facilities - An advisory committee will need to be established
- Public Relations - (Judy Garrard agreed to serve as liaison and co-chair of an advisory committee)
- Human Resources - it was recommended that an advisory committee be established to work with Jeannette Louden. Carole Bland was recommended to serve in this capacity.
- Retirement incentives

Professor Corcoran-Perry provided an update on the Dean's Council Meeting. Agenda items included discussions about the status of semester conversion in the AHC; process for reviewing academic administrators; process for allocating strategic investment funds; and, the review of school strategic plans.

**COMMITTEE BUSINESS**

Monthly meetings with Frank Cerra will be held on Wednesdays, 12:00 - 1:00, with the exception of the September and December meetings which will be held on a Tuesday. Vickie will send a revised schedule. With respect to THIS THURSDAY, members agreed to hold off scheduling until after an upcoming meeting to discuss whether or not to continue the publication. Professor Garrard will contact Vickie Courtney regarding the outcome of that meeting.

**MEETING WITH JEANNETTE LOUDEN AND LORELEE WEDERSTROM**

The scheduled meetings with Jeannette Louden and Lorelee Wederstrom provide and opportunity for the AHC FCC members and the new directors of Human Resources and Facilities Management of the AHC to become acquainted and how they can work together in the future.

Members welcomed Jeannette Louden, Human Resources Director for the AHC.

Ms. Louden began by explaining that she has been at the University less than three years. She talked about how administrative processes at the University have a bad effect on one's ability to get work done, morale and energy. All heads around the table nodded in agreement. She said that the primary reason she took the position is that she believes in Frank Cerra and his ability to move the organization forward in a positive way. She then went on to identify issues facing the AHC relative to Human Resources.

- There is a long history of little involvement of human resource leaders and human resource concerns in the strategic planning for the organization, the university and the AHC;
- Hiring processes - Ms. Louden said she has accomplished getting the part of the staffing operation that is currently done in central human resources, transferred to the AHC. AHC vacancies will also be posted on a bulletin board on the second floor of PWB. Positions will also be posted centrally. Candidates will continue to file their application centrally in Donhowe, but once the application is filed, a messenger service will deliver applications to the AHC Human Resources Department on a daily basis.
- Recruitment - the University needs to start affirmative recruiting - to make a major effort to recruit well qualified people of color and people in general to come and work at the University. We may need to start recruiting in other locations in the midwest to get enough people here because we have a full employment economy, she said. This is what our focus should be, not following procedures that are interpreted as if they are in statute, when they're not.

Members then spent some time discussing issues of parking, physical environment, and support in terms of recruitment. How do you effectively recruit "good" people from other areas when you can't even provide them with an adequate parking space, it was asked? How can you make the AHC an attractive place to work? Ms. Louden responded that she can't change everything over night nor can she create more parking places. She can however, develop friendlier human resource policies and she can work with others to have resources like space, parking, and equipment allocated in an equitable way.

- Data needs -- the AHC Human Resource Department has huge data needs but does not have systems to support them. For example, information about searches is easy to obtain but there isn't retention information kept in a way that is readily accessible.

Could you tell if the University was hemorrhaging its best faculty, it was asked? Ms. Louden responded that she could not tell to a precise standard but could get some information. She added that she doesn't believe that the University is hemorrhaging. She believes that there are some departments that are losing too many key faculty members but overall not a huge problem. Members expressed an interest in obtaining information about the number of searches that have taken place and how many have failed, how many positions were filled internally, etc.

If the University was bringing in superstars, how would anybody know? Shouldn't the AHC have a responsibility to let people know who is coming and going? Ms. Louden responded that Chris Roberts is developing a communication strategy and has asked Judy Garrard to co-chair

a working group charged to look at internal communications and make recommendations.

It was suggested that systematic changes be announced to the academic community. The Human Resource Department needs to be visible. Ms. Loudon pointed out that there is an article in THIS THURSDAY about changes in the recruitment processes.

- The Human Resource Department is working on developing "A Jungle Fighters Guide to Human Resources." This will be an easy-to-read guide on how to get things done in the AHC. For example, how to hire a person, how to promote a person, how to reward, how to reclassify a position, how to get training, etc.

One of the members suggested that data be collected regarding non-tenure track positions. The AHC FCC may also want to place this on its agenda for the coming year. SCFA, EOWC, and the PSFCC had discussions about this during the past year.

Next, members welcomed Lorelee Wederstrom, Director, Office of Facilities Management.

Ms. Wederstrom began by explaining that her position is new to the AHC. Direct services are provided by a zone management system. Space requests go through the Provosts Office. To her knowledge there has never been any formal review process for space requests. There is no centralized process for resolving issues with Facilities Services. These two items are on her work plan.

She identified some systematic problems. For example, if a facility improvement costs over \$100,000, the request must be approved by the Regents. Also, there doesn't seem to be a "standard" for facilities. She said the Brenner Report which was published in 1994 talks about what facilities will support and not support. This is something that Ms. Wederstrom will be working on as well.

Ms. Wederstrom identified the three primary responsibilities of her position:

- Master Planning for the Organization -- this includes tying facilities in with the strategic objectives and an audit of the current facilities.
- Space -- the decision-making matrix for space allocation. Each collegiate unit/school will have different needs. An AHC-wide space committee could possibly be the decision-making matrix. Cynthia Gross volunteered to serve on this committee once it is established.
- Reviewing and improving facilities management delivery services.

Members then told Ms. Wederstrom about some of the horrible classroom conditions they have encountered and reinforced the idea for a complete space audit.

Ms. Wederstrom said that she is working out a structure and a process to work out the issues of master planning, space and reviewing and improving facilities management delivery services. She described a structure that creates an overall steering committee that drives the strategic planning process for allocating space, both from cross collegiate boundaries to within collegiate boundaries; reviewing FM service delivery; the replacement of JOML; and, classroom issues.

The planning groups' initiative (about 50 people volunteered) will kick off around July 24th. These groups will be brought together to talk about the organizational structure of the planning process. The information that these groups bring back in a couple of months will be used to develop the vision for the future.

Ms. Wederstrom recommended that a member of the AHC FCC serve on the AHC-wide strategic facility planning group.



Received: from mhub1.tc.umn.edu (mhub1.tc.umn.edu [128.101.131.51])  
by mailbox.mail.umn.edu (8.8.5/8.8.5) with SMTP id MAA18497  
for <courtney@mailbox.mail.umn.edu>; Tue, 27 May 1997 12:38:17 -0500 (CD  
Received: from maroon.tc.umn.edu by mhub1.tc.umn.edu; Tue, 27 May 97 12:37:16 -0  
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Mime-Version: 1.0  
Content-Type: text/plain; charset="us-ascii"  
Date: Tue, 27 May 1997 12:39:52 -0500  
To: Muriel J Bebeau <bebea001@maroon.tc.umn.edu>,  
Daniel A Feeny <feene001@maroon.tc.umn.edu>, dwh@med.umn.edu,  
Peter B Bitterman <bitte001@maroon.tc.umn.edu>,  
Cynthia R Gross <gross002@maroon.tc.umn.edu>,  
Sheila A Corcoran-Perry <corco001@maroon.tc.umn.edu>,  
fhaffert@d.umn.edu, courtney@mailbox.mail.umn.edu  
From: Judy Garrard <jgarrard@maroon.tc.umn.edu>  
Subject: Emergency FCC Meeting

Tuesday, May 27, 12:30

To: AHC-FCC  
From: Judy Garrard

I have arranged for an emergency meeting of the AHC-FCC with Provost Cerra tomorrow, Wednesday, May 28 from 3:00-4:00 in his office concerning faculty raises. Information distributed at the Senate Finance and Planning Committee late last week indicated that one of the three provostial areas would not be following the instructions agreed on with Central Administration. That exception appears to be the AHC.

I understand that in the AHC there will be three pots of money: (1) a standard 2.5% to be distributed to all schools/colleges, (2) a variable amount based on market equity, and (3) an amount based on 'quality.' The information I have is that third amount may be retained in part or all by the Provost's office. (In the other two provostial areas, evidently the whole 8.5% is being sent down to the deans, with only 'a bit' being retained by the provost for promotions/tenure/retentions.

We need to talk to Frank immediately concerning the plans in the AHC, especially the distribution of that third pot of money. In preparation for this meeting, please try to find out what is happening within your own school.

Sorry for the immediacy of this meeting. We'll take whoever can be there. I am leaving town Thursday at noon, but more importantly, this matter must be dealt with as soon as possible.

Please let me know if you can make this meeting. Vickie, I need you there if you can make it. Thanks, Judy

XX

Judith Garrard, Ph.D.  
Professor, Institute for Health Services Research  
School of Public Health  
Box 729 UMHC  
420 Delaware Street, S.E.  
University of Minnesota

May 19, 1997

MEMORANDUM

TO: The Faculty Consultative Committee

FROM: Arts, Sciences, and Engineering and Professional Studies  
Provostal Faculty Consultative Committees

RE: Continued Faculty Consultation by Elected Representatives from each Collegiate Unit

The ASE FCC and the PSFCC believe that the current consultation by faculty elected to represent each collegiate unit on the Twin Cities campus serves a useful purpose. The current Provostal FCC structure has increased faculty representation and provides an effective voice from individual collegiate units communicating with the FCC, appropriate central administrative officers, and each other.

The Arts, Sciences, and Engineering and Professional Studies Provostal Faculty Consultative Committees (ASE FCC and PSFCC) recognize that the new President will alter the organization of the central administration of the University. Nonetheless, the ASE FCC and the PSFCC believe it is important for faculty to continue to have a vehicle for consultation by an elected representative from each collegiate unit. This consultation serves to inform both the FCC and central administrative officers of faculty views. For example, this consultation can focus on strengthening collegiate units, supporting collegiate decision-making, assisting central officers by reviewing proposals and then helping to garner faculty support for those they endorse, advising and assisting with coordination of cross-collegiate teaching, research, and service activities, and may encourage cooperation among colleges as Incentives for Managed Growth is implemented.

Therefore, we request that the Faculty Consultative Committee and the Senate Committee on Faculty Affairs place this issue on its respective agendas for discussion and preparation for consideration by the Senate in the Fall of 1997.

Respectfully,

Mary Jo Kane, Chair, PSFCC	D. Fennell Evans, Chair, ASEFCC
Joanne Eicher	Thomas Brothen
David Nelson	Roberta Humphreys
John Bryson	P. T. Magee
Emily Hoover	Judith Martin
James Perry	Toni McNaron
Carol Chomsky	
Julia Robinson	

Received: from two.senate.pres.umn.edu by mailbox.mail.umn.edu; Thu, 13 Feb 97 1  
Date: Thu, 13 Feb 97 16:33:23 CST  
From: "Vickie Courtney" <courtney>  
Message-Id: <70928.courtney@mailbox.mail.umn.edu>  
X-Minuet-Version: Minuet1.0\_Beta\_18A  
X-Popmail-Charset: English  
To: bebea001@maroon.tc.umn.edu, feene001@maroon.tc.umn.edu, fhaffert@d.umn.edu,  
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Subject: Agenda for the Thursday, Feb. 20 AHC FCC Meeting

ACADEMIC HEALTH CENTER FCC MEETING  
WITH THE TASK FORCE ON FACULTY GOVERNANCE  
THURSDAY, FEBRUARY 20, 1997  
12:00 - 1:30 P.M. (Bring your own lunch)  
3-127 OWRE HALL

1. Minutes of the January meeting
2. Discussion of Different Models for Faculty Governance  
in the AHC
3. Other Business

# UNIVERSITY OF MINNESOTA

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**February 4, 1997**

**TO: AHC FCC Members**  
**FROM: Judy Garrard**  
**RE: Committee Business**

We need to discuss the attached documents ASAP - let's do so by way of e-mail. To send a message to all AHC FCC members use the following address: [ahcfcc96-97@tc.umn.edu](mailto:ahcfcc96-97@tc.umn.edu) or if you prefer individual addresses.

[jgarrard@maroon.tc.umn.edu](mailto:jgarrard@maroon.tc.umn.edu)  
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[courtney@mailbox.mail.umn.edu](mailto:courtney@mailbox.mail.umn.edu)

Thanks.

Tuesday, Feb 4

To: AHC-FCC members  
From: Judy Garrard  
via Vickie (FAX 6-1609)

Here's a draft of the first AHC-FCC Faculty Column. It's due tomorrow, Wednesday, for publication NEXT Thursday. Please look over it and send me suggestions for changes (if any) and corrections (name, spelling, e-mail, etc.) We're limited to approximately 400 words per column, and I need a volunteer for next time. You'll be getting some other information with this fax FYI. Please get back to me IMMEDIATELY about this column. Thanks, Judy

P.S. I'll also send out an e-mail from the AHC-FCC about the meeting with Dr. Yudof. Terry Bock is double checking on the location, so that e-mail announcement will be sent as soon as Mayo Aud has been confirmed. (I know, we wanted a better place. Isn't available. We tried.)

### **AHC-FCC Faculty Column**

#### **President Designate Yudof to Meet with AHC Faculty**

All faculty in the Academic Health Center are invited to meet President Designate Yudof at an open forum on Wednesday, February 25, from 12:00-1:00 in Mayo Auditorium.

This Faculty Forum is being sponsored by the Provostial Faculty Consultative Committee of the Academic Health. President Designate Yudof is interested in hearing the views and questions of faculty. At Dr. Yudof's request, a brief overview of issues will be presented by the AHC-FCC, followed by questions from faculty. In order for President Designate Yudof to have an opportunity to consider the questions in advance, the AHC-FCC is asking faculty to submit all questions in writing between now and Friday, February 21 at 5:00 pm. All questions will be sent to him. Please send your questions to Judy Garrard, Chair, AHC-FCC at:

jgarrard@maroon.tc.umn.edu

If there is time, President Designate Yudof will also take questions from the floor. We are looking forward to having you there.

#### **AHC-FCC Column in THIS THURSDAY**

Beginning with this issue, members of the AHC-FCC will write a column of interest to AHC faculty. Some of the topics to be covered will include the following:

- Faculty-Administration Communication

- Summary of AHC-FCC monthly discussions with Provost Cerra
- Highlights of issues covered in the Council of Deans meetings attended monthly by AHC-FCC members
- Special Projects
  - Progress on Faculty Indemnification Plan
  - Development on Faculty Governance Plan
- Other Topics of Special Interest

### A Bit of History

In 1996, the faculties of the seven schools and colleges of the Academic Health Center elected representatives to the first Provostial Faculty Consultative Committee (the 'PFCC'), as did faculties in the other two provostial units of Arts, Science, & Engineering and the Professional Schools. Since all were called PFCC, we distinguish the one in the Academic Health Center as the AHC-FCC. The AHC-FCC representatives and staff person for the 1996-97 academic year and their e-mail addresses are:

Dentistry	Muriel Bebeau	bebea001@maroon.tc.umn.edu
Medical School--Twin Cities		
Basic Sciences	David Hamilton	dwh@med.umn.edu
Clinical Sciences	Pete Bitterman	bitte001@maroon.tc.umn.edu
School of Medicine --		
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# UNIVERSITY OF MINNESOTA

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January 29, 1997

Professor Judy Garrard  
Chairperson, Provostal Faculty Consultative Committee  
Academic Health Center

Dear Professor Garrard:

Professor Sheila Corcoran-Perry attended the meeting of the AHC Deans Council on January 28 and provided an excellent report on the work of the AHC-PFCC and of our meeting on January 27. I think all involved, including myself, felt that this was very productive.

The AHC Deans Council discussed the weekly attendance of a member of the AHC-PFCC at the AHC Deans Council meetings. There was clear agreement that there was a great need for improved communication with the faculty and for more efficient and effective consultation in the AHC decision-making.

During the discussion, it became clear that there were items that were best developed and discussed in the AHC-PFCC and either decided there or, when appropriate, forwarded by the AHC-PFCC to the Deans Council. The matter of faculty research indemnification is a good example. The same holds for the AHC Deans Council. An example here are the details of the AHC budgeting process with central. Clearly, there are also areas of mutual interest, of which the development of the AHC strategic investment process is an example.

What made most sense to the AHC Deans Council and, with which I concur, is for the AHC-PFCC and the AHC Deans Council to meet jointly once a month with a joint agenda. We believe using one of the regularly scheduled AHC Deans Council meetings on Tuesdays would work well for this purpose.

I think this arrangement would achieve the mutual goals of both groups. I would like to give it a try and see how well it works.

Sincerely,



Frank B. Cerra, M.D.  
Provost for the Academic Health Center  
Professor of Surgery

FBC: kpa

cc: AHC Deans Council

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January 28, 1997

## MEMORANDUM

**TO:** Peggy Rinard  
Academic Health Center Public Relations

**FROM:** Frank B. Cerra, M.D.   
Provost for the Academic Health Center

**RE:** PFCC Column in *This Thursday*

We need a PFCC column in *This Thursday*. Please get together with Professor Judy Garrard and initiate this.

Thanks.

cc: Professor Judy Garrard ✓  
Mr. Terry Bock

FBC/kva