



UNIVERSITY OF KENTUCKY

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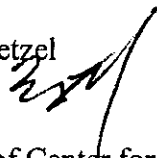
JUL 18 2003

SPH

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MEMORANDUM

To: Jeff Dembo  
Senate Council

From: Michael T. Nietzel  
Provost 

Subject: Organization of Center for Health Services Management and Department of Health Services Management

Date: July 16, 2003

I have received a request from Tom Samuel, Acting Director of the School of Public Health, and Tom Robinson, Dean of the College of Health Sciences, that the Center for Health Services Management (CHSM) and the Department of Health Services Management (DHSM) be moved to the School of Public Health as soon as possible. In fact, both of them have proposed a Memorandum of Understanding that would implement such a transfer, effective July 1, 2003 on an interim basis until we are able to complete the full process by which the Senate would make its recommendation on such a change and the Board of Trustees would officially consider it.

The Center for Health Services Management and Research is a non-academic research unit currently assigned to the College of Health Sciences. It offers no degree programs and has no primary academic appointments. The current assignment of this Center to the College of Health Sciences was made by former Chancellor Holsinger some time ago. Both Thomas Robinson and Thomas Samuel agree that it makes the most sense from the perspective of administering active grants and contracts for this center to be assigned to the School of Public Health. All of the investigators who hold grants through this Center are appointed in the School of Public Health. Continuing to administer these grants and contracts through the College of Health Sciences rather than the School of Public Health adds an unnecessary burden on the investigators and the business officers in each of these units.

The Department of Health Services Management in the College of Health Sciences has primary faculty appointments and delivers programs principally designed to support the degrees offered through the School of Public Health. The faculty in this Department unanimously voted to leave the College and join the School of Public Health. This relocation was also supported by the faculty of the entire College in a vote during the 2003 academic year. It is my understanding that following this college-wide vote, the Department and the College were separated operationally, even if not officially. Tom Samuel and Tom Robinson have recommended to me that I assign the Department of Health Services Management administratively to the School of Public Health

in the College of Medicine subject to the provisos that the Department and the College collectively begin the formal process for this transfer according to the policies of the Faculty Senate. This formal process must be completed sometime in the 2003-2004 fiscal year at which time the lines and budgets will officially transfer to the School, with the exception of one line that will be retained by the College of Health Sciences. Until such time as this transfer is completed, the School of Public Health would assume administrative responsibilities for administering these faculty lines including salary increases, promotion and tenure decisions, requests for sabbatical, etc.

I understand the rationale and need for these changes at this time, changes that I have been assured have the support of the faculty involved. I am writing to request that you determine if Senate Council would be willing to endorse this provisional assignment of responsibility for CHSM and DHSM, consistent with the agreement that would be commemorated in a formal MOU between Drs. Robinson and Samuel. As soon as possible, the two units will start the formal University process to effect such a transfer officially. I would add that, to the best of my knowledge, the impetus for this change originates completely in the Center, Department, and College involved.

kh

cc: Dave Watt  
Tom Robinson  
Emery Wilson  
Tom Samuel



UNIVERSITY OF KENTUCKY

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July 17, 2003

TO: Thomas Samuel  
Interim Director, School of Public Health

Thomas Robinson  
Dean, College of Health Sciences

FROM: David Watt   
Associate Provost for Academic Affairs

RE: Memorandum of Understanding

I have attached a copy of the executed Memorandum of Understanding regarding the transfer of the Center for Health Services Management Research and the Department of Health Services Management under the aegis of the School of Public Health.

The transfer of the Department is an interim step subject to the satisfactory completion of the formal process for effecting such transfers. It is important that we immediately initiate this process, and I would appreciate a memorandum from the two of you indicating the faculty committee that will undertake this task.

cc: Emery Wilson  
Phoebe Wellman  
Tom Rogers  
Kim Blair  
Jeff Dembo

**MEMORANDUM OF UNDERSTANDING**  
**Last revised July 1, 2003**

We propose to move the Center for Health Services Management and Research and the Department of Health Services Management in the College of Health Sciences to the School of Public Health in the College of Medicine effective July 1, 2003, subject to the following understandings.

1. The Center for Health Services Management and Research is a non-academic research unit currently assigned to the College of Health Sciences. It offers no degree programs and has no primary academic appointments. The current assignment of this Center to the College of Health Sciences was made by Chancellor Holsinger in March 2003. Both Thomas Robinson, Dean of the College of Health Sciences, and Thomas Samuel, Interim Director for the School of Public Health, agree that it makes the most sense from the perspective of administering active grants and contracts for this center to be assigned to the School of Public Health. Administering these grants and contracts through the College of Health Sciences rather than the School of Public Health adds an unnecessary burden on the investigators and the business officers in each of these units.

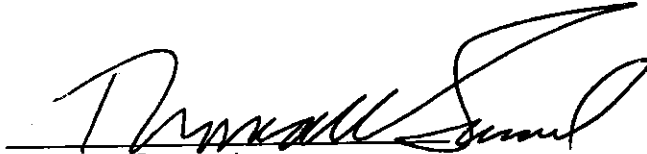
2. The Department of Health Services Management in the College of Health Sciences has primary faculty appointments and delivers programs principally designed to support the professional degrees offered through the School of Public Health. The faculty in this Department unanimously voted to leave the College and join the School of Public Health. This relocation was also supported by the entire faculty of the College in a majority vote on March 18, 2002. Following this college-wide vote, the Department and the College separated operationally, even if not officially. Under the terms of this MOU, the Department of Health Services Management will be assigned administratively to the School of Public Health in the College of Medicine subject to the following caveat. The Department and the College must collectively begin the formal process for this transfer according to University policy. This formal process must be completed sometime in the 2003-2004 fiscal year at which time the lines and budgets will officially transfer to the School, with the exception of one line that will be retained by the College of Health Sciences. Until such time as this transfer is completed, the School of Public Health will assume administrative responsibilities for administering the faculty lines in the Department of Health Services Management including salary increases, promotion and tenure decisions, requests for sabbatical, etc. The Bachelor of Health Sciences baccalaureate degree will remain with the College of Health Sciences and will be retained by the College following the transfer of Health Services Management to the School

of Public Health. It will be necessary to determine an equitable distribution of teaching loads once the transfer occurs in order to maintain the academic integrity of this degree program.



Thomas Robinson  
Dean, College of Health Sciences

7/14/03  
Date



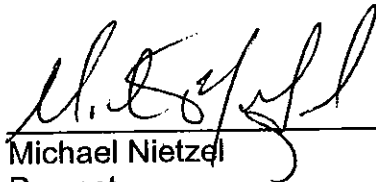
Thomas Samuel  
Interim Director, School of Public Health

07/15/2003  
Date



David Watt  
Associate Provost

7-14-03  
Date



Michael Nietzel  
Provost

7/17/03  
Date

cc: Karen Combs  
Tom Rogers  
Kim Blair  
Phoebe Wellman  
Business officer, Health Sciences