

Procedures of the Professorship Work Group

Purpose

The purpose of the Professorship Work Group is to provide a forum for representatives from across the KUMC system to meet on a regular basis to openly communicate about professorships within the university.

Functions

The functions of the Work Group are as follows:

- Keep the professorship list current by thorough review and editing at each quarterly meeting. Specifically, the work group will:
 - Identify changes in faculty who hold professorships
 - Identify professorship vacancies
 - Identify professorships that are no longer funded/active
 - Identify new professorships, including their ownership, named professor, balance and account description
- Update and maintain the professorship webpage on the intranet as needed. (KUMC faculty affairs)

Membership

The Professorship Work Group will be comprised of individuals from across the KUMC system, including representatives from the Office of Academic Affairs, KUMC Faculty Affairs, the School of Medicine, the School of Nursing, the School of Health Professions and KU Endowment. Membership is typically open to those individuals who specifically manage or handle finances and fiscal affairs or faculty affairs.

Current membership on the Professorship Work Group includes the following individuals:

- Office of Academic and Student Affairs: Robert Klein, Jenny Memmott
- KU Cancer Center: Teresa Christenson
- KU Endowment: Nell Lucas, Mary Jo Williams
- School of Health Professions: Erin Manuel
- School of Medicine Kansas City: Peter Smith, Dianne Durham, Hinano Gray, Nancy Walsh, Christina Davis
- School of Medicine Salina: William Cathcart-Rake
- School of Medicine Wichita: Christopher McCracken, Tyann Orton
- School of Nursing: Anna Nguyen

Frequency of Meetings

Meetings will be held quarterly throughout the calendar year.

Staffing

The Professorship Work Group meetings will be staffed by the School of Medicine Dean's Offices Finance and Administration, which will include scheduling meetings, taking minutes, maintaining the master professorship list and reporting any follow-up as needed.