

## MEMORANDUM

**TO:** Implementation Team Members

**FROM:** Marvin G. Parnes  
Timothy P. Slottow

**DATE:** October 16, 2001

**SUBJECT:** Sponsored Programs Enhancement Initiative

Earlier this year, our offices initiated an ongoing process for the review of central research administration functions that included:

- feedback on current service levels
- identification of systematic problems with suggested solutions
- prioritization of identified improvements

Phase One of this review was undertaken by a Task Team of faculty and senior administrators. This team submitted its final report, which included a list of issues to be addressed and their priorities, to Vice Presidents Kasdin and Ulaby in September 2001. That report set out an ambitious – but we believe feasible – course of action for making significant improvements in the administration of research at UM.

We are asking you to serve on the Implementation Team, which will begin moving the Task Team's recommendations to the operational phase. The Implementation Team's charge, as outlined in the Task Team's final report, is "validating issues/priorities and completing the analysis to deliver 'implementable' solutions."

We believe that the members of this team will provide a real service to the research community at the University. However, to maintain our momentum and to successfully complete this phase of the project on our ambitious timetable, membership on this team will require a serious time commitment. The current plan is to hold weekly two-hour meetings and we anticipate that some work will be required outside of those meetings. We believe that by maintaining our focus on this project, we will have real accomplishments to show within twelve months' time.

We want to sincerely thank you for your willingness to contribute to this important task, and we hope that this will be a rewarding experience for you. Enclosed you will find a list of the team members. You will receive shortly, under separate cover, information from Virginia Wait, the Team's chair, in preparation for the first meeting.

MGP/tre

Attachment

cc: Robert A. Kasdin  
Fawwaz T. Ulaby