

UNIVERSITY *of* PENNSYLVANIA



The University Archives  
and Records Center

A Guide to the  
School of Medicine. Administration Records  
1965-2005 (bulk 1971-2001)

36.0 Cubic feet

UPC 505

Prepared by Joseph-James Ahern

February 2014

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**PROVENANCE**

The records were transferred from the School of Medicine to the Records Center in 2006 and 2010. They were accessioned by the University Archives in November 2013 (2013:046).

**ARRANGEMENT**

The School of Medicine Administration Records is organized into five series: General, Departments and Centers, Medical Center, Committees, and Long Range Planning Committee. The series are arranged alphabetically.

**HISTORICAL NOTE**

The University of Pennsylvania Medical School, established in 1765, had grown into a leading institution of medical education with affiliated hospitals, research centers, and numerous specialized departments by the late twentieth century. In 1986 the Trustees of the University established the position of Executive Vice President of the Medical Center, who had authority over

the School of Medicine, the Hospital of the University of Pennsylvania, and the Clinical Practices of the University of Pennsylvania. Edward J. Stemmler (1986-1986) was the first individual to hold this position, followed by Arthur K. Ashbury (as Acting, 1989), and William N. Kelley (1989-1993). The title would be renamed Executive Vice President and CEO, University of Pennsylvania Health Systems in 1993, with Kelley remaining in this position until 2000. A function of the office of the executive vice president was the planning for the Medical Center – which included the areas of academic development, patient care, research, and facility development.

### **SCOPE AND CONTENT NOTE**

The School of Medicine Administration Record Planning Files document the activities of the office of the Executive Vice President of the Medical Center as they relate to the strategic and long range planning in the Medical Center. Material pertains to space planning, departmental reviews, committee meetings, academic planning, and the work of the Long Range Planning Committee. The Recruit Information Packages from the Medical School departments provides a snapshot of each department in terms of faculty, academic planning, and departmental space. The collection includes the files of Michael Hindery, who held the titles of Director Research Planning and Analysis Medical School, and Associate Executive Director Medical School Administration; and Coordinator Medical Center Financial Affairs. The collection also contains a set of files Dean William N. Kelley brought with him from the University of Michigan.

**School of Medicine. Administration Records  
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**INVENTORY**

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1990 August	4	12
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1990 June (1)	6	12
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1992 January (1)	7	24
1992 January (2)	7	25
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1992 February (2)	8	2
1992 February (3)	8	3
1992 March (1)	8	4
1992 March (2)	8	5
1992 March (3)	8	6
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1992 October (4)	9	4
1992 November (1)	9	5
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1992 December (1)	9	9
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1993 March (2)	10	1
1993 March (3)	10	2
1993 March (4)	10	3
1993 April (1)	10	4
1993 April (2)	10	5
1993 April (3)	10	6
1993 April (4)	10	7
1993 May (1)	10	8
1993 May (2)	10	9
1993 June (1)	10	10
1993 June (2)	10	11
1993 June (3)	10	12
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(2) 1984	21	13
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(1) 1991	23	4
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(3) 1991	23	6
(4) 1991	23	7
(5) 1991	23	8
(1) 1992	23	9
(2) 1992	23	10
(3) 1992	23	11
(4) 1992	23	12
(1) 1993	23	13
(2) 1993	23	14
(3) 1993	23	15
(4) 1993	23	16
(5) 1993	23	17
(1) 1994	23	18
(2) 1994	23	19

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(4) 1994	23	21
(5) 1994	23	22
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(3) 1995	23	25
(4) 1995	23	26
(5) 1995	23	27
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(8) 1995	24	3
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(10) 1995	24	5
(1) 1996	24	6
(2) 1996	24	7
(3) 1996	24	8
(4) 1996	24	9
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(7) 1996	24	12
(8) 1996	24	13
(9) 1996	24	14
(10) 1996	24	15

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(5) 1997	24	20
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(10) 1997	25	4
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(6) 1998	25	10
(7) 1998	25	11
(1) 1999	25	12
(2) 1999	25	13
(3) 1999	25	14
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(6) 2000	26	6
(1) 2001	26	7
(2) 2001	26	8
(3) 2001	26	9
(4) 2001	26	10
(5) 2001	26	11
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(2) 2002	26	13
(4) 2002	26	15
(3) 2002	26	14
(1) 2003	26	16
(2) 2003	26	17
(3) 2003	26	18
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(2) 2004	27	2
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(1) 1980-1993	30	2
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(3) 1980-1993	30	4
(1) 1985-1986	30	5
(2) 1985-1986	30	6
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(1) 1979	31	2
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