



A Health Sciences Campus

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J. Michael Bishop, M.D.
Chancellor
Arthur and Toni Rembe Rock
Distinguished Professor
University Professor

513 Parnassus Avenue, S-126
San Francisco, CA 94143-0402
tel: 415/476-2401
fax: 415/476-9634
email: jmbishop@chanoff.ucsf.edu

April 5, 2005

MICHAEL ADAMS
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Subject: Merger of UCSF Comprehensive Compliance Program Steering
Committee with UCSF Internal Controls Program Committee

Over five years ago, based on a systemwide mandate from The Regents, UCSF implemented the Internal Controls/Accountability Program to strengthen accountability, responsibility, and controls. I charged an Internal Controls Committee to assess and prioritize internal control risks, develop strategies that help mitigate these risks, and strengthen UCSF's control environment. Since these themes also support our Compliance Committee charge, I have concluded that it would be more efficient and better serve the interests of all concerned if the committees were merged. Under this new structure, Associate Vice Chancellor for Research Ara Tahmassian will serve as chair, and Assistant Vice Chancellor and Controller LaDene Diamond will serve as vice chair.

I write to ask you to continue your service on the newly merged Steering Committee for the UCSF Comprehensive Compliance and Internal Controls Programs, which will oversee and coordinate campus policies, procedures, and activities related to compliance and internal controls. The charge to this Steering Committee is modified as follows:

To ensure that appropriate compliance, policies, procedures, and internal controls are in place and widely understood by the campus community; provide for the ongoing assessment of controls and the compliance with established policy and procedure; and make recommendations for improving the effectiveness of the Comprehensive Compliance and Internal Controls Program.

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The Steering Committee should continue to work in concert with other campus compliance oversight units and be responsible for integrating various compliance and control activities.

I ask that you continue to complete the assessment of the UCSF Comprehensive Compliance and Internal Controls Programs every six months and issue reports to Executive Vice Chancellor Eugene Washington and Senior Vice Chancellor Steve Barclay.

I greatly appreciate the time and effort that you are devoting to these important campus programs.



Michael Bishop, M.D.

Chancellor

Arthur and Toni Rembe Rock Distinguished Professor
University Professor

cc: Executive Vice Chancellor A. Eugene Washington
Senior Vice Chancellor Steve Barclay
Vice Chancellor Bruce Spaulding
Associate Vice Chancellor and Dean Clifford Attkisson
Dean Charles Bertolomi
Dean Kathleen Dracup
Dean David Kessler
Dean Mary Anne Koda-Kimble
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