



# University of Pittsburgh

*Health Sciences*

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Arthur S. Levine, M.D.  
Senior Vice Chancellor and  
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TO: All Faculty Members  
Schools of the Health Sciences

FROM: Arthur S. Levine, M.D. <sup>ASC</sup>  
Senior Vice Chancellor for the Health Sciences  
and Dean, School of Medicine

RE: Notification of Publication

DATE: May 3, 1999

When I first arrived at the University last November, I was surprised to learn that there was no mechanism in place for me to be able to learn quickly and comprehensively about current research results in the Health Sciences. For that reason, I had asked that a copy of each peer-reviewed journal manuscript be sent to me on a voluntary basis. However, I have received only six manuscripts since November, indicating that another strategy is needed.

Effective immediately, I am requiring that every faculty member in the Schools of the Health Sciences submit to me, through their Department Chair, a copy of every full-length manuscript accepted for publication in a peer-reviewed journal. Please do not submit abstracts, books, chapters, proceedings, letters, or editorials - only full-length, peer-reviewed manuscripts that have been accepted for publication. The purpose of this submission is to keep me informed so that I can share in your enthusiasm for your research results, and so that I will be in a position to allocate resources as a function of emerging research opportunities. These submissions will also allow me to ensure compliance with human and animal research policies, technology transfer/patent guidelines, and the requirement for citation of grant support. Finally, this approach will allow me to inform the Schools' Boards of Visitors, the University's Board of Trustees, and the press of our most significant research results.

A notification form and three copies of each manuscript should be submitted to your Department Chair (or in the case of faculty members who are not members of a Department, to the appropriate Dean). It will be the Chair's (or Dean's) responsibility to submit the form and two copies of the manuscript to me, retaining one copy in the Chair's (or Dean's) office. The office of every Dean and Department Chairperson will have copies of the notification form, and it will also be on the Senior Vice Chancellor's Web Site.

Compliance with this manuscript submission policy will now be mandatory, as is true with all institutional policies. I thank you for your cooperation, and I very much look forward to discussing your research with you whenever we have the opportunity to do so.