



UNIVERSITY OF MINNESOTA  
TWIN CITIES

Laboratory of Physiological Hygiene  
School of Public Health  
Stadium Gate 27  
611 Beacon Street S.E.  
Minneapolis, Minnesota 55455

December 15, 1981

CONFIDENTIAL

Dean Lee Stauffer  
School of Public Health  
1360 Mayo  
Campus

Dear Dean Stauffer:

The enclosed documentation is submitted in preparation for your 1981-82 evaluation of my performance, if this should prove "necessary" for the up-coming pay raise justification.

I believe that the research activity is sufficiently well outlined by 1) publications, and 2) grants on which I am Principal Investigator or Co-Principal Investigator, as documented on my CV and scientific publications list.

Teaching activities include direct contact with all Laboratory students on a frequent basis, general participation in their formal and informal seminars, and as Principal Investigator of the Preventive Cardiology Training Grant. Actual course hours in graduate level education in the School of Public Health involve about four lectures with Laboratory courses, and three hours with courses in Epidemiology, and about three hours with courses in other programs.

Service activities are sufficiently well documented in the list of my continuing education, study section, and committee responsibilities.

In respect to administrative performance, I will be happy to discuss this with you. It is in the process of continued education and improvement, but doesn't ever quite catch up with the level of responsibility or complexity of the organization. My attempts to upgrade the Lab's administration this year were not entirely successful, partly because of inadequate performance of the Chief Administrator. I am, therefore, back to the planning board. Meanwhile, very effective working groups are approaching our main problems. This should be brought under effective management before the Lab situation becomes even more complex with responsibility for the program in Epidemiology in 1983.

Dean Lee Stauffer  
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I guess I would rate my performance a "B+" on research and a "B-" on administration. I would like to get that "B-" in management up to a "B+" or "A-" in the next year.

Sincerely,

Henry Blackburn, M.D.  
Professor and Director

HB:kr  
Enclosure -- HB's CV dated December 11, 1981