

1955 Procedures Approved by Executive Council

Folder 22

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April 1955

PROCEDURES APPROVED BY EXECUTIVE COUNCIL

Approved Feb 4 5 1955

I. General Procedures

1. The Executive Council at its meeting following the annual election of the membership shall appoint the Secretary, Director of Studies, Editor of the Journal, official representatives to other organizations and such committees as it deems advisable. It shall elect an administrative committee of three or more voting members to act between council meetings when called upon by the chairman of the Executive Council.
2. The Secretary and Director of Studies shall prepare each year a suggested budget for the operation of the Association for the following year. This budget shall be presented to the Council at its June meeting for consideration and approval.
3. Employees of the Association at the supervisory level shall be entitled to participate in the Teachers Insurance and Annuity Association plan for retirement on a contributory basis (the Association providing $7\frac{1}{2}\%$ of annual salary, the employee providing $7\frac{1}{2}\%$ of annual salary). Payment into the annuity fund will not begin for a new employee until he has served the Association a full year except in instances where the individual is already carrying an annuity policy.
4. There shall be four regular Executive Council meetings scheduled each year: (a) the Organization Meeting (immediately after the election of new officers at the Fall meeting of the Association), (b) the February meeting (at the time of the Congress on Medical Education and Licensure), (c) the Budget Meeting (in late May or early June), (d) the Fall Meeting (just before the Fall Meeting of the Association).

II. Procedures Regarding Admission to Institutional or Affiliate Institutional Membership

1. When any medical school or college applies for membership in the Association:
 - a) The Secretary shall request from the school such details of organization, resources and curriculum as are essential to the Council in making a judgment as to eligibility.
 - b) Upon the basis of the materials thus submitted the Council shall decide as to what class of membership, if any, the school is eligible and shall order an inspection, in cooperation with representatives of the Council on Medical Education and Hospitals of the American Medical

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Association, if the school is considered eligible.

- c) If upon inspection, the school is found to meet the standards for membership set by the Association, the Council will recommend at the next Annual Meeting of the Association that it be voted into membership.

II. Procedures for Providing Consultation to Medical Schools in Development

1. Upon request from universities or other responsible agencies, the Council will send representatives to participate with representatives of the Council on Medical Education and Hospitals of the American Medical Association in studies and advice to local authorities regarding the possible establishment of new medical schools. Expenses of the Association representatives will be paid by the Association.
2. Upon request visits will be made to developing schools in cooperation with representatives of the Council on Medical Education and Hospitals of the American Medical Association to advise with local authorities, and when the first two years of the medical curriculum are in full operation will make a definite recommendation as to provisional approval or disapproval of the program of the first two years.

IV. Services to Members

1. The Council shall order visitations of the various member schools and colleges and shall provide that each member institution be visited by a Liaison Committee visitation team at least once in each 10-year period. In the visitation of a Canadian school a Canadian dean, named by the President of the Association of Canadian Medical Colleges, will be a part of the visitation team.
2. Institutional Members shall receive:
 - a) Copies of all publications of the Association.
 - b) Current lists of students as they are reported as accepted for admission by the various schools.
 - c) Reports of actions taken at each Executive Council meeting.
 - d) Up to 50 departmental subscriptions to The Journal of MEDICAL EDUCATION (When, however, the Individual Membership total reaches 3,000, the number of departmental subscriptions will be reduced to 25).

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3. Affiliate Institutional Members shall receive:
 - a) Copies of all publications of the Association.
 - b) Reports of actions taken at each Executive Council meeting.
 - c) Up to 12 departmental subscriptions to The Journal of MEDICAL EDUCATION.
4. Individual Members shall receive:
 - a) A subscription to The Journal of MEDICAL EDUCATION.
 - b) A copy of the Association Directory, including its articles of incorporation and by-laws.
5. Sustaining Members shall receive:
 - a) A subscription to The Journal of MEDICAL EDUCATION.
 - b) A copy of the Association Directory, including its articles of incorporation and by-laws.

V. The Duties of the Various Officers shall be as follows:

1. The Chairman of the Executive Council shall be the elected official responsible for the general operation of the Association. His signature will represent the Association on legal documents. He shall preside at Executive Council meetings. Committees of the Association and Association representatives shall report through the Council, and the Chairman of the Council shall represent the Council in dealings with such groups or individuals. Between meetings of the Council the Chairman may call upon his administrative committee for advice. The Secretary and Director of Studies shall be directly responsible to the Chairman.
2. The President shall preside at all meetings of the Association as a whole, act as Chairman of the Program Committee to plan the program of the Annual Meeting of the Association, and perform such other duties as parliamentary usage in deliberate assemblies may require.
3. The Vice President shall preside in the absence of the President, and perform such other duties as may be prescribed by the Council.
4. The Treasurer shall have charge of the Association's Trust Account into which all income shall be deposited. He shall direct that money from this account be transferred as requested to the Operating Account and shall instruct the Trust Officer to invest reserve funds in

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government securities. He shall set the procedure for keeping the books in the Central Office, and be responsible for reporting to the Council the annual audit of the books, and shall report to the Association the financial condition of the Association. He shall record the proceedings of the closed sessions of the Executive Council.

5. The Secretary shall be in administrative charge of the office of the Association, and shall determine office procedure and policy in consultation with the Director of Studies. He shall record and publish the proceedings of the meetings of the Association and of the Council. He shall collect the dues, assessments and money due the Association and shall deposit it in the general Trust Account, notifying the Treasurer monthly of the deposits made. He shall perform such other duties as may be required of him by the Association or the Council. He shall be a non-voting member of the Council but shall not ordinarily attend the closed executive sessions.
6. The Director of Studies shall advise with the Secretary in determination of office policy and procedure for the staff of the Association. He shall be responsible for that part of the staff under his direct supervision. He will collect and publish such statistics and undertake such studies as the Council, the Committee on Teaching Institutes and Special Studies or the membership may direct. He shall foster the development of pertinent studies in member institutions. He shall serve as the secretary of the Committee on Teaching Institutes and Special Studies, including any committees set up for a teaching institute. He shall be the Liaison person with any testing agency working for the Association or any committee thereof. He shall perform such other duties as may be required of him by the Association or Council. He shall attend meetings of the Executive Council except the closed executive sessions but shall have no vote.

VI. The Signing of Checks on Association Accounts

1. The signing of all authorizations on the General Trust Account (a) to transfer funds to the Operating Account to meet current expenses authorized by the Council in the budget, and (b) to invest funds in government securities shall be by the Treasurer or in his unavailability by the Chairman of the Council and in each case countersigned by the Secretary or by the Director of Studies.
2. The signing of checks on the Operating Account will be by the Secretary or in his unavailability by the Director of Studies.

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3. Access to the Safety Deposit Box of the Association will be available to the Treasurer and the Secretary.

II. Bonding the members of the staff of the Association shall consist of (a) \$20,000 Employee Dishonesty Coverage, (b) \$10,000 Depositor's Forgery Coverage.

III. Miscellaneous Procedures

1. When the Association is asked to nominate a representative to a joint committee activity or a related organization, and this activity comes within the province of a committee of the Association, the Chair of the Council after consultation with the Chairman of the Committee concerned shall be empowered to select some member of that Committee to represent the Association.
2. The Secretary recommends as to whether an applicant for Individual Membership "has demonstrated over a period of years a serious interest in medical education." It was agreed that at this time a demonstrated interest in osteopathic education should not make the individual eligible for Individual Membership.
3. It shall be a duty of the Secretary to see that an annual inventory of the Home Office equipment is made.
4. All testing revenue paid to the AAMC by the Educational Testing Service is to be considered earnings of the Association and the distribution of it is to be upon the action of the Executive Council.
5. The Secretary is expected to maintain a cumulative file of -
 - a) Agreements between medical schools and their affiliate hospitals,
 - b) Reports on foreign medical schools,
 - c) Reports on all visitations to member schools,
 - d) Current catalogs of all United States medical schools,
 - e) Programs of Annual Meetings,
 - f) Minutes of Annual Meetings,
 - g) Volumes of The Journal of MEDICAL EDUCATION,
 - h) Versions of the Constitution and By-Laws,
 - i) List of all resolutions passed by the Association or Council,
 - j) Minutes of all Executive Council meetings.
6. The Association shall meet the expense of sending representatives to inaugurations and similar ceremonies only in educational institutions which have associated medical colleges and only upon the approval of the Chairman of the Council.

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7. The firm of Bell, Boyd, Marshall and Lloyd shall be used when legal advice is required.
8. The annual contribution of the Association to the National Health Council shall be \$100.00.

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ASSOCIATION OF AMERICAN MEDICAL COLLEGES, INC.

Minutes of Special Meeting of Representatives of Institutional Members
February 7, 1955 - Palmer House, Chicago, Illinois

pursuant to notice,

The first meeting ~~of the representatives~~ of the Institutional Members of the Association of American Medical Colleges, an Illinois corporation not for profit, was held at the Palmer House, Chicago, Illinois, on February 7th, 1955 at 5:15 p.m., President Vernon W. Lippard presiding. Sixty eight of the Institutional Members were represented by an official or a proxy.

The President reported that the 81 Institutional Members of the unincorporated Association of American Medical Colleges had voted by mail ^{as} in favor of incorporation. The result, including changes made at the meeting, was 80 in favor of incorporation and one member reserving its vote until the time of the meeting.

The form of by-laws of the Association that had been adopted by the Executive Council was presented to the meeting and the following resolution was unanimously adopted:

RESOLVED, that the by-laws presented to this meeting be and they hereby are adopted as the by-laws of the Association of American Medical Colleges, and that the officers of the Association shall be and serve as the first officers of the Association until the first Annual meeting of members unless their incumbency of their respective offices shall be sooner terminated as provided in the by-laws.

The President appointed an ad hoc committee consisting of Stanley Dorst, Chairman, George A. Bennett, Walter A. Bloedorn and John Stalnaker to review the by-laws and recommend possible changes to the Executive Council so that these changes could be offered to the membership for action at the ~~next~~ regular annual meeting in October, 1955.

Dr. Hinsey, the Chairman of the Committee on Financing Medical Education, made a brief progress report pointing out the efforts in four different areas which he and his committee were making to increase the financial support of our medical schools.

Dr. Stockton Kimball, Chairman of the Joint Committee on Medical Education in Time of National Emergency, discussed the Doctor Draft Law and informed the membership that his committee had held a meeting in Chicago on February 6, 1955 to consider the problems of maintaining and increasing the essential supply of well-trained physicians, and at that time passed the following Resolution:

RESOLVED, that the medical schools seek an opportunity to develop with the Armed Forces long-range plans to strengthen the health resources of the nation. Only by joint planning can the needs of the military and of the civilian population be met by medical schools, which are the well-spring of future physicians. Without adequate teaching staffs, the

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medical schools obviously cannot provide the good educational opportunity to insure a continuous flow of well-trained physicians.

Aware of the seriousness of the present situation, the committee questions the wisdom, and, on the basis of the information available to it, disapproves of extending the Doctor Draft Law, in the conviction that the effectiveness of the medical schools and their affiliated teaching hospitals is being diminished more and more by the eroding effect of the present operation of the Doctor Draft Law.

Extension of the law and the consequent loss of experienced teachers will seriously impair the ability of the medical schools to provide the physicians the nation must have.

The suggestion was made that the Association regularly hold a brief business meeting, restricted to the Institutional Members, both at the time of the Congress and at the time of the Association's Annual Meeting. No action was taken on this suggestion.

Upon motion the meeting was adjourned.

Signed - D. F. Smiley, Secretary

ASSOCIATION OF AMERICAN MEDICAL COLLEGES

185 NORTH WABASH AVENUE, CHICAGO 1, ILLINOIS

CODE NUMBERS FOR MEDICAL SCHOOLS

✓01 Alabama	✓28 Illinois	✓61 ✓59 Pennsylvania <i>Puerto Rico</i>
✓02 Albany	✓29 Indiana	✓62 Pittsburgh
✓03 Arkansas	✓31 Iowa	✓63 Rochester
✓04 Baylor	✓32 Jefferson	✓64 Saint Louis
✓05 Boston	✓33 Johns Hopkins	✓65 South Carolina
✓06 Bowman Gray	✓34 Kansas	*66 South Dakota
✓07 Buffalo	✓36 St. Univ. N.Y., N.Y.C.	✓67 Southern California
✓08 California S.F.	✓37 Louisiana	✓68 Southwestern
✓09 California L.A.	✓38 Louisville	✓69 Stanford
✓10 Chicago Medical	✓39 Stritch (Loyola)	✓71 St. Univ. N.Y., Syracuse
✓11 Chicago, Univ. of	40 Miami	✓72 Temple
✓12 Cincinnati	✓41 Marquette	✓73 Tennessee
✓13 Colorado	✓42 Maryland	✓74 Texas
✓14 Columbia P & S	✓43 Medical Evangelists	✓75 Tufts
✓15 Cornell	✓44 Meharry	✓76 Tulane
✓16 Creighton	✓45 Michigan	✓77 Utah
17 Florida	✓46 Minnesota <i>Me40</i>	✓78 Vanderbilt
*18 Dartmouth	✓47 Mississippi	✓79 Vermont
✓19 Duke	*48 Missouri	✓81 Virginia, Univ. of
20 Einstein (Yeshiva)	✓49 Nebraska	✓82 Virginia, Med College of
✓21 Emory	✓51 New York Medical	✓83 Washington, Univ. of
✓22 Georgetown	✓52 New York University	✓84 Washington, St. Louis
✓23 George Washington	✓53 North Carolina	✓85 Wayne
✓24 Georgia	*54 North Dakota	✓86 Western Reserve
✓25 Hahnemann	✓55 Northwestern	*87 West Virginia
✓26 Harvard	✓56 Ohio State	✓88 Wisconsin
✓27 Howard	✓57 Oklahoma	✓89 Woman's Medical
	✓58 Oregon	✓91 Yale

*Indicates two-year medical schools.

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ASSOCIATION of AMERICAN MEDICAL COLLEGES

185 N. Wabash Avenue

Chicago 1, Illinois

Phone STate 2-8870

OFFICERS AND MEMBERS OF THE EXECUTIVE COUNCIL

President and Chairman of Executive Council

VERNON W. LIPPARD, M.D., Dean
Yale University School of Medicine

President-Elect

ROBERT A. MOORE, M.D.,
Vice Chancellor
University of Pittsburgh
Schools of the Health Sciences

Vice President

JOHN McK. MITCHELL, M.D., Dean
University of Pennsylvania
School of Medicine

Treasurer

JOHN B. YOUMANS, M.D., Dean
Vanderbilt University School
of Medicine

Immediate Past President

STANLEY E. DORST, M.D., Dean
University of Cincinnati College
of Medicine

Secretary

F. SMILEY, M.D.

Director of Studies

JOHN M. STALNAKER

JOHN Z. BOWERS, M.D., Dean

University of Utah College
of Medicine—1955

STOCKTON KIMBALL, M.D., Dean

University of Buffalo
School of Medicine—1955

GEORGE N. AAGAARD, M.D., Dean

University of Washington
School of Medicine—1956

WALTER R. BERRYHILL, M.D., Dean

University of North Carolina
School of Medicine—1956

LOWELL T. COGGESHALL, M.D., Dean

Division Biological Sciences
University of Chicago—1957

THOMAS H. HUNTER, M.D., Dean

University of Virginia
School of Medicine—1957

STAFF

HEADQUARTERS:

185 N. Wabash Ave.
Chicago, 1, Ill.

Secretary and Editor

DEAN F. SMILEY, M.D.

Director of Studies

J. M. STALNAKER

Associate Secretary

WILLIAM N. HUBBARD JR., M.D.

Director of Medical Audio-Visual Institute

J. EDWIN FOSTER, Ed. D.

February 18, 1955

To: The Dean

From: Stanley E. Dorst, Chairman, Ad Hoc
Committee on By-Laws

Subject: Revision of By-Laws

At the meeting of the Association on February 7, 1955 President Lippard appointed an ad hoc committee to review the by-laws and, in case revisions are indicated, to propose them to the Executive Council for its consideration at a June meeting so that the recommendations of the Executive Council could come before the membership for action at the annual meeting in October.

A copy of the by-laws, which were sent to you by President Lippard on January 26 and adopted by the Association on February 7, is attached. If you have any suggestions or recommendations for changes, deletions, or additions to the by-laws, will you please send them to Mr. Stalnaker at the Association office in Chicago so that they can be presented to the committee when it meets?

The members of the ad hoc committee are Dr. George A. Bennett, Jefferson; Dr. Walter A. Bloedorn, George Washington; John M. Stalnaker, AAMC; and Dr. Stanley E. Dorst, Chairman.

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Association of American Medical Colleges

Articles of Incorporation under the Illinois General Not for Profit Corporation Act

1. The name of the corporation is Association of American Medical Colleges.
2. The period of duration of the corporation is perpetual.
3. The address of its initial registered office in the State of Illinois is 185 North Wabash Avenue, Chicago 1, Illinois (Cook County).
The name of its initial registered agent at said address is Dean F. Smiley.
4. The first Board of Directors shall be eleven in number, their names and addresses being as follows:
Vernon W. Lippard, Yale University School of Medicine, 333 Cedar Street, New Haven 11, Connecticut
Robert A. Moore, University of Pittsburgh, Pittsburgh 13, Pennsylvania
John McK. Mitchell, University of Pennsylvania School of Medicine, 36th and Hamilton Walk, Philadelphia 4, Pennsylvania
John B. Youmans, Vanderbilt University School of Medicine, Nashville 5, Tennessee
Stanley E. Dorst, University of Cincinnati College of Medicine, Eden and Bethesda Avenues, Cincinnati 19, Ohio
Stockton Kimball, University of Buffalo School of Medicine, 3435 Main Street, Buffalo 14, New York
John Z. Bowers, University of Utah College of Medicine, 105 Medical Building, Salt Lake City 1, Utah
George N. Aagaard, University of Washington School of Medicine, Seattle 5, Washington
Walter R. Berryhill, University of North Carolina School of Medicine, Chapel Hill, North Carolina
Lowell T. Coggeshall, University of Chicago, 950 E. 59th Street, Chicago 37, Illinois
Thomas H. Hunter, University of Virginia School of Medicine, Charlottesville, Virginia
5. The purpose for which the corporation is organized is the advancement of medical education. The purpose is exclusively educational, scientific and charitable. Any net earnings of the corporation or of

any of its activities shall be devoted exclusively to such purpose and shall not inure to the benefit of any individual. There shall be no shareholders of the corporation.

6. The Board of Directors shall be known as the Executive Council, and the directors shall be called Executive Council Members. The Executive Council shall have the complete direction and control of the property and affairs of the corporation, and the acts of the Executive Council shall be the acts of the corporation for all purposes.
7. The membership of the corporation shall consist of a class known as Institutional Members and such other classes, if any, as shall be provided in the By-Laws. Such other classes of members shall have no right to vote, and no action of theirs shall be necessary for any corporate action. The membership of all classes shall consist of such persons as may from time to time be designated pursuant to the By-Laws.
8. In the event of dissolution of the corporation, all its assets (after payment of, or provision for, all its liabilities) shall be transferred or conveyed to one or more domestic or foreign corporations, societies or organizations engaged in activities substantially similar to those of the corporation, to be used by them for the purpose set forth in Article 5.
9. Provided, however, the purposes stated in Article 5 shall not be deemed to authorize the corporation to receive any child for care or placement apart from its own parent or guardian, nor shall the corporation act as or perform any of the functions of a post-secondary or vocational institution.*

BY-LAWS

Section 1. *Institutional Membership.*

(a) The Institutional Members shall be such medical schools and colleges of the United States, operated exclusively for educational, scientific and charitable purposes, as the Institutional Members shall from time to time elect at an annual meeting by the affirmative votes of three-fourths of the Institutional Members present. The first Institutional Members shall be those medical schools and colleges which were on January 1, 1955 institutional members of an unincorporated voluntary association called the Association of American Medical Colleges.

(b) Standards. Each institutional member shall conduct its educational program in conformity with the following standards of admission and curriculum:

Admission. Students may be admitted either by:

- (1) Satisfactory completion of a minimum of collegiate instruction

*This sentence has been inserted to avoid any question of compliance or noncompliance with certain Illinois legal requirements.

based on a good general education including the attainment of competence in English, Biology, Chemistry and Physics. For most students this will require three or four years of college education. Superior students may, in selected cases, be considered acceptable for admission to medical school after only two years of collegiate work. In all instances, the final judgment as to the admissibility of these superior students will rest with the individual medical school; or

(2) Examination. Candidates who have completed two years of collegiate instruction and present evidence of general scholarship of high order, but who lack the credits in certain of the required subjects, may be admitted on passing examinations in these subjects.

Curriculum. The fundamental objective of undergraduate medical education shall be to provide a solid foundation for the student's future development. This objective can best be achieved, first by providing the proper setting in which the student can learn, and secondly, by stimulating the student to use this setting to the best advantage.

Undergraduate medical education must permit the student to learn fundamental principles applicable to the whole body of medical knowledge, to acquire habits of reasoned and critical judgment of evidence and experience, and to develop an ability to use these principles wisely in solving problems of health and disease. It should not aim at presenting the complete detailed, systematic body of knowledge concerning each and every medical and related discipline.

Undergraduate medical education can achieve these aims only if the student plays an active role. It must provide incentive for active learning on the part of the student. This can best be achieved by giving him definite responsibility in real day-to-day problems in health and disease. This responsibility must, of course, be carefully graded to the student's ability and experience and must be exercised under careful guidance by the faculty.

To implement the fundamental objective, undergraduate medical schools must provide an opportunity for the student: (1) to acquire basic professional knowledge, (2) to establish sound habits, of self-education and of accuracy and thoroughness, (3) to attain basic clinical and social skills, (4) to develop sound attitudes, (5) to gain understanding of professional and ethical principles. These five requirements are obviously not distinctly separable, but are mutually interdependent.

Given incentive and opportunity to learn and guidance toward the grasp of principles, with the problems of health and disease as a frame of reference, it is hoped that the student will build the necessary foundation for his career in medicine, be it practice (general or limited), teaching, research, or administration. The student should develop into a responsible professional person, and be able to gain and maintain the confidence and trust of those whom he treats, the respect of those with whom he works, and the support of the community in which he lives.

The curriculum should extend over a period of at least four academic years.

(c) A medical school or college desiring Institutional Membership or Affiliate Institutional Membership in this Association shall make application in writing, giving such details of organization, resources and curriculum as may be prescribed by the Executive Council and expressing its readiness to be inspected from time to time. The Executive Council shall consider the application and report its findings and recommendation at the next annual meeting of members for action.

(d) The Executive Council shall appoint representatives to inspect schools and colleges applying for membership or reinstatement, and also those in membership in the Association at its discretion. The inspection reports, together with recommendations, shall be furnished a responsible authority in the school or college, and shall be sent to all members of the Executive Council.

(e) Any member not conforming to the Articles of Incorporation, By-Laws, or standards of admission and curriculum, as they may be changed from time to time, shall be subject to such discipline or penalty as the Association may deem fit and proper or may be dropped from membership. Any Institutional Member or Affiliate Institutional Member, which, on inspection, has been found not to conform to the then-existing Articles, By-Laws or standards may be warned by being placed on "confidential probation" for a period of two years by action of the Executive Council or may, after a full hearing before the Executive Council, by action of the Executive Council and concurring action of a meeting of the Institutional Members, be (1) placed on "open probation," (2) dropped from membership, or (3) removed from probation and reinstated.

Section 2. Affiliate Institutional Membership. There shall be a class of members entitled Affiliate Institutional Members, consisting of those medical schools and colleges which were on January 1, 1955 affiliate institutional members of an unincorporated voluntary association called the Association of American Medical Colleges and such Canadian medical schools and colleges as the Institutional Members shall from time to time elect. Affiliate Institutional Members shall have the same qualifications as Institutional Members and shall be elected in the same way, but shall have no right to vote.

Section 3. Individual and Sustaining Membership. There shall be two classes of members, known as Individual Members and Sustaining Members, composed of persons, including corporations, who have demonstrated over a period of years a serious interest in medical education. After their qualifications have been approved by the Executive Council, they shall be elected in the same manner as Institutional Members. They shall have the privileges of the floor in all discussions but shall not be entitled to vote. The first individual members shall be those persons who

were on January 1, 1955 individual members of an unincorporated voluntary association called Association of American Medical Colleges.

Section 4. *Meetings of Members.*

(a) The annual meeting of all members shall be held at such time in October or November and at such place as the Executive Council may designate.

(b) Special meetings of all members or of members of any class may be called by the President, by a majority of the voting members of the Executive Council, or by ten Institutional Members.

(c) All meetings shall be held at such place in Illinois, or elsewhere, as may be designated in the notice of the meeting. Not less than 20 or more than 40 days before the date of the meeting written or printed notice stating the day, hour and place of the meeting shall be delivered, either personally or by mail, to each member entitled to attend. In the case of a special meeting, the purpose or purposes for which the meeting is called shall be stated in the notice of the meeting.

(d) Each Institutional or Affiliate Institutional Member may send to meetings of members as many representatives as it desires, each of whom shall have the privilege of the floor in all discussions; but only one representative of each Institutional Member shall be entitled to vote, who shall be the Dean of the Institutional Member, unless some other representative or proxy is appointed by the Institutional Member. The Association may conclusively rely on the written statement of the Dean of a school or college that he or some other person has been properly designated as its representative or proxy. No designation or proxy shall be valid after eleven months from the date of its execution unless it provides otherwise.

(e) Any action that may be taken at a meeting of members may be taken without a meeting if approved in writing by the Dean or properly designated representative of all Institutional Members.

(f) A majority of the Institutional Members shall constitute a quorum. Action, except on the admission of members, shall be by majority vote at a meeting at which a quorum is present, provided that if less than a quorum be present at any meeting, a majority of those present may adjourn the meeting from time to time without further notice.

Section 5. *Officers.* The officers shall be a President, a President-Elect, a Vice President, a Secretary, a Treasurer, and a Director of Studies. The President-Elect, Vice President, and Treasurer shall be elected for one-year terms at the annual meeting of members, the President-Elect to become President upon his installation in the course of the annual meeting a year after he has been elected. Any officer may be removed by the members whenever they deem it to be in the best interest of the Association.

The Secretary and the Director of Studies shall be appointed by the Executive Council.

The officers shall have such duties as are implied by their respective titles or assigned to them by the Executive Council or by action of a meeting of the Institutional Members. If the President dies, resigns or for any other reason ceases to act, the Vice President shall immediately become President and shall serve for the remainder of that term.

The first officers shall be as follows:

President, Vernon W. Lippard
President-Elect, Robert A. Moore
Past President, Stanley E. Dorst
Vice President, John McK. Mitchell
Treasurer, John B. Youmans
Secretary, Dean F. Smiley
Director of Studies, John M. Stalnaker

Section 6. *Executive Council.*

(a) The Executive Council (also referred to as the Council) is the board of directors of the Association, and shall manage its affairs.

(b) The Council shall consist of six elected members, five elected officers who shall be ex-officio members with voting rights, and two ex-officio members without voting rights.

(c) Of the six elected members, two shall be elected annually by the Institutional Members at the annual meeting, each to serve for three years or until the election and installation of his successor. An elected Council member shall not serve more than two consecutive terms, but an unexpired term, unless served for at least two years or a term as an ex-officio member, shall not be regarded for this purpose as a term.

(d) The ex-officio voting members shall consist of the elected officers and the Immediate Past President during the year after he was President. The Secretary and the Director of Studies shall be ex-officio members without vote, but shall attend all Council meetings except closed executive sessions.

(e) The annual meeting of the Council shall be held immediately following the election of council members at the annual meeting of members and at the same place. It shall elect its own Chairman.

(f) Meetings of the Council may be called by the President or any two voting Council members, and written notice thereof, unless waived, shall be mailed to each Council member at his home or usual business address not later than the fifth business day before the meeting.

(g) A quorum of the Council shall be a majority of the voting Council members.

(h) The Council may fill vacancies in its own membership or among the officers for the period until the next annual meeting of members.

(i) The first elected members of the Council shall be:

- John Z. Bowers, term expiring 1955
- Stockton Kimball, term expiring 1955
- George N. Aagaard, term expiring 1956
- Walter R. Berryhill, term expiring 1956
- Lowell T. Coggeshall, term expiring 1957
- Thomas H. Hunter, term expiring 1957

(j) The Council, by resolution adopted by the vote of a majority of the voting Council members in office, may designate an Administrative Committee to act during intervals between meetings of the Council, consisting of three or more voting Council members, which committee, to the extent provided in the resolution, shall have and exercise the authority of the Council in the management of the Association; but the designation of such a committee and the delegation to it of authority shall not relieve the Council, or any member of the Council, of any responsibility imposed upon them by law.

Section 7. *Waiver of Notice.* Whenever any notice whatever is required to be given under the provisions of these By-Laws, a waiver thereof in writing signed by the persons entitled to such notice, whether before or after the time stated therein, shall be deemed equivalent to the giving of such notice.

Section 8. *Seal.* The Council may adopt a seal for the Association, but no seal shall be necessary to take or to evidence any Association action.

Section 9. *Fiscal Year.* The fiscal year of the Association shall be from July 1 to June 30.

Section 10. *Dues.* The annual dues shall be:

Institutional Members	\$ 500
Affiliate Institutional Members	125
Individual Members	10
Sustaining Members	1,000

Section 11. *Amending By-Laws.* These By-Laws may be altered, repealed, or amended, or new By-Laws adopted by a two-thirds vote of the Institutional Members present at any meeting of Institutional and Affiliate Institutional Members for which thirty days written notice has been given.

Section 12. *Amending Articles of Incorporation.* The Articles of Incorporation may be altered, repealed or amended by the Institutional Members in the manner provided by statute.

By Lewis 35

UNIVERSITY OF COLORADO
MEDICAL CENTER
4200 EAST NINTH AVENUE
DENVER 20, COLORADO

February 24, 1955

SCHOOL OF MEDICINE
OFFICE OF THE DEAN

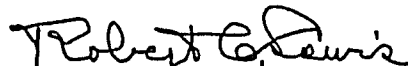
Mr. John M. Stalnaker
Association of American Medical Colleges
185 N. Wabash Avenue
Chicago 1, Illinois

Dear Mr. Stalnaker:

This will acknowledge receipt of Dr. Dorst's letter of February 18 regarding by-laws of the Association of American Medical Colleges. He has asked me to write you if I have any suggestions to make to be presented to the committee of which he is chairman to review these by-laws.

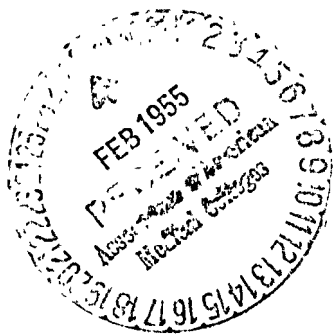
I have read the by-laws carefully and I have no suggestions for changes, deletions or additions to the by-laws which have been submitted. However, in spite of this fact, I feel that I should inform you that I have no recommendations to make other than that I approve the by-laws as written.

Sincerely yours,



Robert C. Lewis, Ph.D.
Dean

RCE:bl



NEW YORK UNIVERSITY-BELLEVUE MEDICAL CENTER
NEW YORK UNIVERSITY COLLEGE OF MEDICINE
550 ~~47~~ FIRST AVENUE, NEW YORK 16, N.Y.

2003 36

OFFICE OF THE DEAN

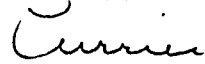
OREGON 9-3200

25 February 1955

Dear Stan:

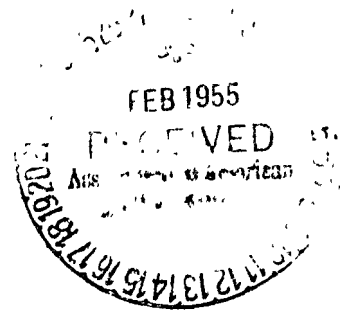
I have again gone over the new by-laws of the Association of American Medical Colleges and have no suggestions as to changes. It seems to me fine as it is --as would be expected after the care you have given it.

Sincerely,



Currier McEwen, M.D.
Dean

Dr. Stanley E. Dorst
Association of American Medical Colleges
185 N. Wabash Avenue
Chicago 1, Illinois



UNIVERSITY OF SOUTH DAKOTA
VERMILLION

SCHOOL OF MEDICAL SCIENCES

FEBRUARY 21, 1955

JOHN M. STALNAKER
DIRECTOR OF STUDIES
ASSOCIATION OF AMERICAN MEDICAL COLLEGES
185 NORTH WABASH AVENUE
CHICAGO 1, ILLINOIS

DEAR MR. STALNAKER:

I HAVE AT HAND THE COMMUNICATION OF FEBRUARY 18 CONCERNING THE BY-LAWS FOR THE INCORPORATION OF THE ASSOCIATION. I HAVE READ THESE OVER CAREFULLY AND HAVE NO PARTICULAR OR SPECIAL REVISIONS OR COMMENTS TO MAKE EXCEPTING AS FOLLOWS.

I AM A LITTLE UNCERTAIN IN MY MIND AS TO WHAT THE INTENT OR BACKGROUND FOR "(2). EXAMINATION" UNDER SECTION 1 OF THE BY-LAWS INFERS. HOW IS IT EXPECTED THAT THIS IS TO BE ADMINISTERED? I ASSUME BY THE INDIVIDUAL INSTITUTIONS CONCERNED. I QUESTION THE DESIRABILITY OF THIS TYPE OF PROCEDURE AND DON'T FORESEE THAT WE WILL HAVE OCCASION TO EMPLOY THIS PROCEDURE IN LIEU OF STUDENTS MEETING ENTRANCE REQUIREMENTS AS PRESCRIBED. IF YOU CAN ENLIGHTEN ME AT ALL ON WHAT THE COMMITTEE HAD IN MIND IN THIS PARTICULAR INSTANCE, I WOULD APPRECIATE RECEIVING SUCH INFORMATION.

SINCERELY YOURS,

W. L. Hard

WALTER L. HARD, PH. D.
DEAN

WH/RH

P.S. Might explain I was called back to the School on Tues. 8th - hence couldn't attend the meeting in Chicago when this measure discussed.

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March 1, 1955

Dr. Walter L. Hard, Dean
University of South Dakota
School of Medical Sciences
Vermillion, South Dakota

Dear Dr. Hard:

You inquired in your letter of February 21 about the inclusion of a section on admission to medical school by examination. This section was taken over directly from the earlier by-laws and has been a part of the regulations of this Association for a great many years.

While this regulation is rarely used, it seems to me that it is desirable to have such a section in here to take care of certain irregularities which might otherwise cause considerable difficulty.

The rule might be effective in the case of a student who has completed his college work but has not, let us say, received credit for work in physics because the work was done in a foreign institution during a summer travel. In a case of this type, the student could be examined in the subject and thus obtain the necessary credit.

Would you be of the view that this section is detrimental and should be removed?

Sincerely yours,

John M. Stalnaker
Director of Studies

JMS:jr

By - Lewis

UNIVERSITY OF SOUTH DAKOTA
VERMILLION

SCHOOL OF MEDICAL SCIENCES

MARCH 2, 1955

JOHN M. STALNAKER
DIRECTOR OF STUDIES
ASSOCIATION OF AMERICAN MEDICAL COLLEGES
185 NORTH WABASH AVENUE
CHICAGO 1, ILLINOIS

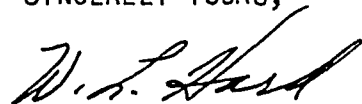
DEAR DOCTOR STALNAKER:

THANKS FOR YOURS OF THE FIRST IN REPLY TO MY QUESTIONS CONCERNING THE PROPOSED BY-LAWS OF THE ASSOCIATION.

No, I WOULD HAVE NO STRONG FEELING OF DESIRE TO SEE THE SECTION ON "EXAMINATION" BE ELIMINATED. IT PROBABLY HAS A USEFUL PURPOSE FOR SOME SCHOOLS. PRESUMABLY, IT WOULD BE UP TO THE INDIVIDUAL SCHOOLS TO DETERMINE WHETHER THERE WAS POSSIBLE ABUSE OF SUCH A PROCEDURE. AFTER DEALING WITH ADMISSIONS WELL OVER TEN YEARS, I APPRECIATE THERE ARE MANY IRREGULARITIES THAT EVER PRESENT THEMSELVES. I STILL PERSIST IN THE FEELING, HOWEVER, THAT IF WE HAVE ADMISSION REQUIREMENTS THAT ARE MEANINGFUL AND WITH VALUE, THEY SHOULD BE RATHER CLOSELY ADHERED TO.

AGAIN, THANKS FOR YOUR EXPLANATORY REMARKS AND WITH BEST WISHES, I REMAIN

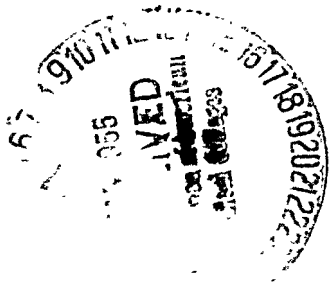
SINCERELY YOURS,



WALTER L. HARD, PH. D.
DEAN

WH/RH

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By-Laws 38

The Journal of

MEDICAL EDUCATION

The Official Publication of the Association of American Medical Colleges

185 NORTH WABASH AVENUE CHICAGO 1, ILLINOIS STATE 2-8870



March 8, 1955

John M. Stalnaker
Director of Studies
Association of American Medical Colleges
185 No. Wabash Ave.
Chicago, Illinois

Dear John:

I have reviewed the current By-Laws and have no suggestions as to revisions.

I am sorry we did not have more time together during the Chicago meetings. I suppose I shall be in India when the Council meets in June, but I hope that the move to Madison will mean that I will see a great deal more of you both in Madison and in Chicago.

With every good wish.

Yours sincerely

JZB
John Z. Bowers, M.D.
Dean

JZB s

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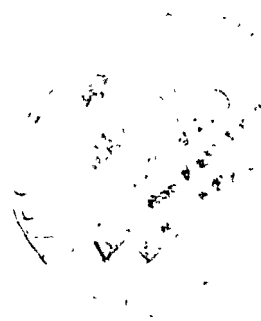
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EDMONDS, OBERMAYER & REBMANN

1418 Packard Building
Philadelphia 2, Pa.

January 18, 1955

George A. Bennett, M.D.
Dean, Jefferson Medical College
1025 Walnut Street
Philadelphia 7, Pa.

RE: ASSOCIATION OF AMERICAN MEDICAL COLLEGES - INCORPORATION

Dear George:

I acknowledge receipt of your letter of January 12, 1955, in which you enclosed a copy of the communication, dated January 3, 1955, which you received from the Association of American Medical Colleges in reference to the incorporation of that association, and a copy of the proposed articles of incorporation and the proposed by-laws. I have examined this material with some care, and pursuant to our discussion of this matter after the Board meeting on January 17, my comments on the proposed articles of incorporation and by-laws are as follows:

Proposed Articles of Incorporation

Paragraph 7. I would suggest that this paragraph be revised to provide that the other classes of members shall not only not have the right to vote, but also that such other classes of members shall have no right or interest in the property and assets of the corporation, either in the event of its dissolution or otherwise. My reasons for this suggestion are indicated in my comment on paragraph 8 of the articles infra.

Paragraph 8. I would suggest that this paragraph be revised to provide that, in the event of the dissolution of the corporation, all of its assets remaining after the payment of, or provision for, its liabilities, should be divided equally among the institutional members in good standing at the date of the dissolution. In its present form, this paragraph provides that the remaining assets of the corporation "shall be transferred or conveyed to one or more domestic or foreign corporations, societies or organizations engaged in activities substantially similar to those of the association, to be used by them for the same purposes as are specified in paragraph 5 as being the purposes of the association. Since all of the institutional members of the association, or the corporation after it is organized, will be medical schools or colleges, the purpose of each of which will be the same as the purpose of the association, why should the net assets of the association, in the event of dissolution, be transferred to any other corporation, instead of being divided among the institutional members? In its present form, and as the association is presently managed, and assuming that the same sort of management carries through into the corporation, it might be that, in the event of a dissolution of the association, the controlling group could arrange for the transfer of the net assets to some corporation which would then use the fund, directly or indirectly, for the benefit of one or more of the controlling members, without the other members receiving any benefit. For example, the controlling group might arrange to have the net assets transferred to a Boston foundation, which might well be to the advantage of the Harvard Medical School, but which would be of no advantage to Jefferson or some of the other medical schools which will be institutional members of the corporation.

In any event, this paragraph should be revised to provide that the right or power to determine the organization to which the net assets of the association should be transferred, should be determined by a vote of the institutional members of the corporation, and not by the Executive Council.

Of course, if this paragraph is revised to provide for a distribution of the assets among the institutional members on dissolution of the association, it would seem advisable to revise paragraph 7 as suggested above.

I would further suggest that the articles of incorporation should contain an additional paragraph providing that the articles may not be amended or revised except by the affirmative vote of three-fourths of the institutional members of the corporation. This revision may or may not be allowable under the provisions of the law of the State of Illinois, but if allowable, I think it should be made as a further precaution against the possibility of a non-representative group usurping the management and control of the corporate affairs.

PROPOSED BY-LAWS

Section 1, Subsection (b), "Admission", and Subsection (e), "Discipline or Penalty." At the Board meeting, you expressed some doubt as to subsection (e) for the reason that it appeared to be an enlargement of the powers conferred upon the Executive Council over the affairs of the institutional members, although you further stated that the provisions of subsection (b), relating to the admission of students, was substantially the same power presently vested in the Council. Perhaps these two paragraphs should be revised, unless subsection (e) is explained to your satisfaction as not an undue enlargement of the power conferred on the Council. Possibly, subsection (e) might be revised by adding to it a proviso that that paragraph should not be construed as conferring upon the Executive Council any authority to regulate or control matters pertaining to the internal management or conduct of the affairs of any of the institutional members.

Section 4, Subsection (d). You will recall that Mr. Foerderer took exception to the second sentence which reads, "The association may conclusively rely on the written statement of any member of the staff of a school or college that he or some other person has been properly designated as its representative or proxy.", and I think this objection is valid, although Mr. Solis-Cohen apparently did not regard it as being very important. In any event, it would seem to me that the voting representative of any institutional member should be required to present a certificate or "proxy", duly executed by the institution which he represents, by its proper officers under its corporate seal. Otherwise, it is conceivable that in the event of a schism in the faculty of a medical school or college, two members of the staff might appear at a meeting of the association, each one presenting a certificate signed by himself stating that he was the duly accredited representative of the institution.

Section 6, Subsections (b) and (c). It would seem to me that these two subsections require clarification, because they do not take care of at least one situation which might well arise. Suppose you should be elected a member of the Executive Council for a term of three years, and suppose the next year you were asked to be a candidate for the vice-presidency, and that you were elected. Would you then be put to an election either to accept the vice-presidency and resign as an elected member of the Council, in which event you might lose the third year of your three year term, or would you continue to be both a three year term member and

the vice-president of the association, in which event the Council for that year would have only ten members instead of the required eleven members? The difficulty here is the failure to correlate the elected members of the Council with the members ex officio, and I believe that this failure might well result in these subsections not covering other situations which might arise in addition to the one which I have suggested.

Section 6, Subsection (f). I would suggest that this subsection should be revised, either to provide that each member of the Council should actually receive not less than five days notice in advance of the meeting, or that the notices to each member should be mailed not less than ten days before the meeting. A notice mailed only five days in advance of a meeting, by ordinary mail, from Boston to California would not give the California member much time to arrange to attend the meeting.

Section 11, "Amending By-Laws". This section now provides that the by-laws may be altered, repealed, or amended, or new by-laws adopted by a two-thirds vote of the institutional members. However, Section 1, Subsection (a), provides that an affirmative vote of three-fourths of the institutional members present at any annual meeting shall be required to elect a new institutional member. It seems strange that a three-fourths vote should be required to elect a new member, and only a two-thirds vote required to amend or repeal the by-laws. I would suggest that the by-laws should only be amended by a three-fourths vote of the institutional members.

Section 12, "Amending Articles of Incorporation". As suggested in connection with the articles of incorporation, it would seem to me that the by-laws should conform to the articles, and that both should provide that the articles may not be amended except by an affirmative vote of three-fourths of the members present at any regular or special meeting qualified to take action on this subject.

Section 3. I would suggest that this section be revised to include a provision that the members of the corporation, other than the institutional members, shall have no right or interest in or to the property and assets of the corporation, either in the event of its dissolution or otherwise. See my comment on this subject in connection with the articles of incorporation.

I believe that the objections suggested in the above comments are all valid, and might well be called to the attention of Dr. Lippard, and through him, to the attention of counsel for the association. However, you will note that this letter should not be sent to Dr. Lippard in its present form, unless my comments with respect to the present management of the association's affairs are deleted.

I hope that these comments will be of some help to you, and if I can be of any further assistance to you, please do not hesitate to call upon me.

With kindest regards, I am

Sincerely yours,

/s/ J. Warren Brock

JWB:EEW

CC Mr. Percival E. Foerderer

16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100
MAY 1955

February 10, 1955

Mr. Walter T. Fisher
Bell, Boyd, Marshall and Lloyd
135 South LaSalle Street
Chicago 3, Illinois

Dear Walter:

Would you care to comment on the enclosed letter which was written to Dr. Bennett, the dean of Jefferson Medical College, by his lawyer?

Dr. Bennett has not been too happy about some of the actions of the Association. He is one of a small group in Philadelphia who have a feeling that the Association is dominated by a group of eastern schools of which they do not feel themselves a member.

In any case, this letter will be one of the items considered by the committee appointed by the President to propose possible revisions of the by-laws.

I have not taken time to make a copy of this letter so will appreciate it if you will return it to me.

Sincerely yours,

John M. Stalnaker
Director of Studies

JMS:jr
Encl.

*Letter returned to
Walter Bennett*

File - reviewed

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BELL, BOYD, MARSHALL & LLOYD
135 SOUTH LA SALLE STREET
CHICAGO
3

March 2, 1955

Mr. John M. Stalnaker
Director of Studies
Association of American Medical Colleges
185 North Wabash Avenue
Chicago 1, Illinois

Dear Mr. Stalnaker:

I have examined the enclosed letter of January 18 to Dean Bennett of Jefferson Medical College from his lawyer, J. Warren Brock. Here are some comments:

Proposed Articles of Incorporation

The change in Paragraph 7 is suggested by Mr. Brock solely for the purpose of making the phraseology consistent with the change suggested in Paragraph 8, namely, giving voting members an interest in the assets of the Association. In the event of dissolution, this change in Paragraph 7 therefore requires no comment other than that applicable to Paragraph 8.

Paragraph 8 suggests that in the event of dissolution the assets be divided among the voting members. This change would seem to me to be undesirable because (a) the position of the Association as coming within the legal classification of a "charitable" institution and (b) the status of the Association as a tax-exempt charitable institution under the income tax law, might in that case depend on the Articles of Incorporation and activities of every one of our members being as fully charitable as we are. Furthermore, even if the situation of each of our members were now examined and found satisfactory, our status might be destroyed at any time by future changes in the Articles of Incorporation or activities of any member.

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March 2, 1955

It is unnecessary to follow Mr. Brock's suggestion that in the event of dissolution the disposition of the net assets should be determined by the Institutional Members rather than by the Executive Council, inasmuch as the Illinois statutes provide that in the event of dissolution the plan of dissolution is to be approved by the voting members. The plan is required to be adopted by "at least two-thirds of the votes" at the meeting. Mr. Brock suggests that this two-thirds be increased to three-quarters. I express no opinion on the desirability of making this change.

Proposed By-Laws

Mr. Brock suggests the possibility of adding to Section 1(e) a proviso that the paragraph should not be construed as conferring upon the Executive Council any authority to regulate the internal affairs of any of the Institutional Members. This appears to me almost as unnecessary as the Illinois Secretary of State's requirement embodied in Article 9 of our Articles of Incorporation to the effect that the Association is not authorized to receive children for adoption, etc.

I believe that Mr. Brock's objection to the proxy provision of Section 4(d) is well taken. I think that it has been satisfactorily met by the change that was made from the copy that Mr. Brock saw, and which was adopted at the meeting of members, to the effect that a proxy could be accepted if signed by the Dean of a school or college. While such a statement by the Dean could always be superseded by the action of the trustees of an institution carried out by its authorized officers under its corporate seal, I would not think it wise, in the absence of the question being raised, to require so much formality or to run the risk of disfranchising members who might have neglected to go through those formalities.

I question the desirability of attempting to meet in advance all the contingencies that Mr. Brock raises in his comment on Section 6(b) and (c). It appears to me that these can best be resolved with respect to actual circumstances that might arise.

It appears to me that Mr. Brock's suggestion as to Section 6(f) is well taken and that the by-laws could well be amended to provide that notice of a meeting of the

Mr. John M. Stalnaker

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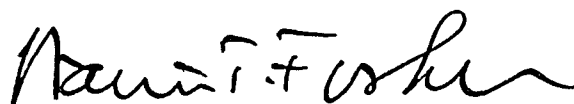
March 2, 1955

Executive Council should be mailed not less than ten days before the meeting unless the notice is actually received not less than five days before the meeting or has been waived. Mr. Brock suggests that the requirement of a two-thirds vote to amend the by-laws be increased to three-quarters. This is a matter of policy. Of course increasing the voting requirements may make it harder to change the by-laws from time to time to meet changing conditions.

Section 12 of the Illinois Statutes provides for the amendment of the Articles of Incorporation by a two-thirds vote of the members, after appropriate preliminaries. This could be increased to three-quarters as Mr. Brock suggests, but the change is subject to the same comment about amending the by-laws, except that changes in the by-laws are more likely to be needed than changes in the articles.

If you wish to discuss further any aspects of this subject, I shall be glad to do so.

Sincerely yours,



Walter T. Fisher

WTF LL

THE GEORGE WASHINGTON UNIVERSITY
SCHOOL OF MEDICINE
1335 H STREET, WASHINGTON 5, D. C.

OFFICE OF THE DEAN

March 1, 1955

Dr. John M. Stalnaker
Association of American Medical Colleges
185 N. Wabash Avenue
Chicago, Illinois

Dear John:

I have the memorandum of February 18th referring to Stanley E. Dorst, Ad Hoc Committee on By-Laws.

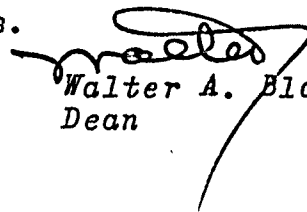
There are three items that occur to me which may be matters of interpretation, but if so I wonder if they do not require clarification.

First, by-laws do not provide for affiliate institutional membership (section 2) for medical schools which may later on be established in territorial possessions of the United States. This is, I believe, in contrast to the provisions in force prior to incorporation of the Association.

Section 4 (E) provides "any action that may be taken at a meeting of members may be taken without a meeting if approved in writing by the dean or properly designated representative of all institutional members." I would take this as meaning that a single refractory dean might thus block any action referred to the membership by circulation, requiring that it be held over for an organized meeting of the Association. I wonder if this is, in fact, the intent of the by-laws.

In section 4 (F) I find myself wondering what is meant by "may adjourn the meeting from time to time without further notice". I wonder if the meaning of this phrase should be spelled out in detail.

Best personal regards.


Walter A. Bloedorn, M.D.
Dean

Handwritten notes:
Bloedorn
C. A. Bloedorn
Bloedorn

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From the Desk of JOHN M. STALNAKER

JP

~~Make~~
four copies, please. Send
one to Mr. Fisher.

Keep others for
com on By-Laws.

3-3-53
JP
sent 3-3-53. JP

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W. P. MARSHALL, PRESIDENT

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SHIP RADIOGRAM	<input type="checkbox"/>

NO. WDS.-CL. OF SVC.	PD. OR COLL.	CASH NO.	CHARGE TO THE ACCOUNT OF	TIME FILED

Send the following message, subject to the terms on back hereof, which are hereby agreed to

March 7, 1955

Dr. Stanley E. Dorst
 University of Cincinnati College of Medicine
 Cincinnati, Ohio

Scheduled dinner meeting for Wednesday March ninth at seven at Delmonico Hotel
 59th and Park New York for bylaw group

John M. Stalnaker

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To guard against mistakes or delays, the sender of a message should order it repeated, that is, telegraphed back to the originating office for comparison. For this, one-half the unrepeatd message rate is charged in addition. Unless otherwise indicated on its face, this is an unrepeatd message and paid for as such, in consideration whereof it is agreed between the sender of the message and the Telegraph Company as follows:

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2. In any event the Telegraph Company shall not be liable for damages for mistakes or delays in the transmission or delivery, or for the non-delivery, of any message, whether caused by the negligence of its servants or otherwise, beyond the actual loss, not exceeding in any event the sum of five thousand dollars, at which amount the sender of each message represents that the message is valued, unless a greater value is stated in writing by the sender thereof at the time the message is tendered for transmission, and unless the repeatd-message rate is paid and agreed to be paid and an additional charge equal to one-tenth of one per cent of the amount by which such valuation shall exceed five thousand dollars.

3. The Telegraph Company is hereby made the agent of the sender, without liability, to forward this message over the lines of any other company when necessary to reach its destination.

4. Except as otherwise indicated in connection with the listing of individual places in the filed tariffs of the Telegraph Company, the amount paid for the transmission of a domestic telegram or an incoming cable or radio message covers its delivery within the following limits: In cities or towns of 5,000 or more inhabitants where the Telegraph Company has an office which, as shown by the filed tariffs of the Telegraph Company, is not operated through the agency of a railroad company, within two miles of any open main or branch office of the Telegraph Company, in cities or towns of 5,000 or more inhabitants where, as shown by the filed tariffs of the Telegraph Company, the telegraph service is performed through the agency of a railroad company, within one mile of the telegraph office, in cities or towns of less than 5,000 inhabitants in which an office of the Telegraph Company is located, within one-half mile of the telegraph office. Beyond the limits above specified the Telegraph Company does not undertake to make delivery but will endeavor to arrange for delivery by the agent of the sender, with the understanding that the sender authorizes the collection of any additional charge from the addressee and agrees to pay such additional charge if it is not collected from the addressee. There will be no additional charge for deliveries made by telephone within the corporate limits of any city or town in which an office of the Telegraph Company is located.

5. No responsibility attaches to the Telegraph Company concerning messages until the same are accepted at one of its transmitting offices; and if a message is sent to such office by one of the Telegraph Company's messengers, he acts for that purpose as the agent of the sender.

6. The Telegraph Company will not be liable for damages or statutory penalties when the claim is not presented in writing to the Telegraph Company, (a) within ninety days after the message is filed with the Telegraph Company for transmission in the case of a message between points within the United States (except in the case of an intrastate message in Texas) or between a point in the United States on the one hand and a point in Alaska, Canada, Mexico, or St. Pierre-Miquelon Islands on the other hand, or between a point in the United States and a ship at sea or in the air, (b) within 95 days after the cause of action, if any, shall have accrued in the case of an intrastate message in Texas, and (c) within 180 days after the message is filed with the Telegraph Company for transmission in the case of a message between a point in the United States and a foreign or over-seas point other than the points specified above in this paragraph; provided, however, that this condition shall not apply to claims for damages or overcharges within the purview of Section 415 of the Communications Act of 1934, as amended.

7. It is agreed that in any action by the Telegraph Company to recover the tolls for any message or messages the prompt and correct transmission and delivery thereof shall be presumed, subject to rebuttal by competent evidence.

8. Special terms governing the transmission of messages according to their classes, as enumerated below, shall apply to messages in each of such respective classes in addition to all the foregoing terms.

9. No employee of the Telegraph Company is authorized to vary the foregoing.

5-52

CLASSES OF SERVICE

DOMESTIC SERVICES

FULL RATE TELEGRAM

A full rate expedited service.

DAY LETTER (DL)

A deferred service at lower than the full rate

NIGHT LETTER (NL)

Accepted up to 2 A. M. for delivery not earlier than the following morning at rates substantially lower than the full rate telegram or day letter rates.

INTERNATIONAL SERVICES

FULL RATE (FR)

The standard fast service at full rates. May be written in any language that can be expressed in Roman letters, or in secret language. A minimum charge for 5 words applies.

LETTER TELEGRAM (LT)

Overnight plain language messages. Minimum charge for 22 words applies.

SHIP RADIOGRAM

A service to and from ships at sea. Plain or secret language may be used. Minimum charge for 5 words applies.

DOMESTIC SERVICE	
Check the class of service desired; otherwise this message will be sent as a fullrate telegram	
FULL RATE TELEGRAM	
DAY LETTER	
NIGHT LETTER	

\$
S
E

WESTERN UNION

1206 10-51

W. P. MARSHALL, PRESIDENT

INTERNATIONAL SERVICE	
Check the class of service desired; otherwise the message will be sent at the full rate	
FULL RATE	
LETTER TELEGRAM	
SHIP RADIOGRAM	

NO. WDS.-CL. OF SVC.	PD. OR COLL.	CASH NO.	CHARGE TO THE ACCOUNT OF	TIME FILED

Send the following message, subject to the terms on back hereof, which are hereby agreed to

March 7, 1955

Dr. Walter A. Bloedorn
George Washington Medical School, Washington, D. C.

Dr. George A. Bennett
Jefferson Medical College, 1025 Walnut St., Philadelphia, Penna.

Could you meet New York Delmonico Hotel at 59th and Park for dinner meeting at seven on Wednesday March ninth to consider bylaw problems

John M. Stalnaker

ALL MESSAGES TAKEN BY THIS COMPANY ARE SUBJECT TO THE FOLLOWING TERMS:

To guard against mistakes or delays, the sender of a message should order it repeated, that is, telegraphed back to the originating office for comparison. For this, one-half the unrepeatd message rate is charged in addition. Unless otherwise indicated on its face, this is an unrepeatd message and paid for as such, in consideration whereof it is agreed between the sender of the message and the Telegraph Company as follows:

1. The Telegraph Company shall not be liable for mistakes or delays in the transmission or delivery, or for non-delivery, of any message received for transmission at the unrepeatd-message rate beyond the sum of five hundred dollars, nor for mistakes or delays in the transmission or delivery, or for non-delivery, of any message received for transmission at the repeated-message rate beyond the sum of five thousand dollars, unless specially valued, nor in any case for delays arising from unavoidable interruption in the working of its lines.

2. In any event the Telegraph Company shall not be liable for damages for mistakes or delays in the transmission or delivery, or for the non-delivery, of any message, whether caused by the negligence of its servants or otherwise, beyond the actual loss, not exceeding in any event the sum of five thousand dollars, at which amount the sender of each message represents that the message is valued, unless a greater value is stated in writing by the sender thereof at the time the message is tendered for transmission, and unless the repeated-message rate is paid or agreed to be paid and an additional charge equal to one-tenth of one per cent of the amount by which such valuation shall exceed five thousand dollars.

3. The Telegraph Company is hereby made the agent of the sender, without liability, to forward this message over the lines of any other company when necessary to reach its destination.

4. Except as otherwise indicated in connection with the listing of individual places in the filed tariffs of the Telegraph Company, the amount paid for the transmission of a domestic telegram or an incoming cable or radio message covers its delivery within the following limits: In cities or towns of 5,000 or more inhabitants where the Telegraph Company has an office which, as shown by the filed tariffs of the Telegraph Company, is not operated through the agency of a railroad company, within two miles of any open main or branch office of the Telegraph Company. In cities or towns of 5,000 or more inhabitants where, as shown by the filed tariffs of the Telegraph Company, the telegraph service is performed through the agency of a railroad company, within one mile of the telegraph office, in cities or towns of less than 5,000 inhabitants in which an office of the Telegraph Company is located, within one-half mile of the telegraph office. Beyond the limits above specified the Telegraph Company does not undertake to make delivery but will endeavor to arrange for delivery as the agent of the sender, with the understanding that the sender authorizes the collection of any additional charge from the addressee and agrees to pay such additional charge if it is not collected from the addressee. There will be no additional charge for deliveries made by telephone within the corporate limits of any city or town in which an office of the Telegraph Company is located.

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7. It is agreed that in any action by the Telegraph Company to recover the tolls for any message or messages the prompt and correct transmission and delivery thereof shall be presumed, subject to rebuttal by competent evidence.

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SHIP RADIOGRAM

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Points raised

Answer

[1] (2) Affiliates Institutional members limited to Canadian

Policy decision to include others. Phil. was reason for other statement. Not now required by original members.

[2] 4 (E) all members

Required by all

[3] HF. adjourned from time to time

Special problems - cost of calling meeting.

Resolution

divided among members

and Executive Director

destruction required by members

now required 2/3 vote of members

regulate external affairs

Not necessary to put in regular question of regulations?

6 (b) c

Why try to meet

6 (F) more time (5 days) not enough

all cases? 10.12.1



Hotel Delmonico

PARK AVENUE AT 59TH STREET

New York

CABLE ADDRESS
DELMONIC

TELEPHONE
ELDORADO 5-2500

3/9/55 Ad Noc Cte on By-Laws

62

3/15 51 3/2

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By Lewis 4/3

THE JEFFERSON MEDICAL COLLEGE
AND
MEDICAL CENTER

JEFFERSON MEDICAL COLLEGE
DANIEL BAUGH INSTITUTE OF ANATOMY
THROUGH AFFILIATION
FIFE-HAMILL MEMORIAL HEALTH CENTER
GERMANTOWN DISPENSARY AND HOSPITAL
METHODIST EPISCOPAL HOSPITAL

PHILADELPHIA 7, PA.

JEFFERSON MEDICAL COLLEGE HOSPITAL
CURTIS OUTPATIENT CLINIC
DEPARTMENT FOR DISEASES OF THE CHEST
BARTON MEMORIAL HOSPITAL
WHITE HAVEN SANATORIUM (POCONOS)
JEFFERSON HOSPITAL SCHOOL OF NURSING
CHARLOTTE DRAKE CARDEZA FOUNDATION

OFFICE OF THE DEAN
1025 WALNUT STREET

April 12, 1955

Dr. John M. Stalnaker
Director of Studies
Association of American Medical Colleges
185 North Wabash Avenue
Chicago 1, Illinois

Dear Doctor Stalnaker:

I thank you very much for a copy of your letter to Doctor Edward L. Turner. I agree with its contents and I am sure that what you said stands on firm ground.

It was a pleasure to meet with you the other day, and to have luncheon. Following our conversation I had the pleasure of a long talk the following day with Doctor George Packer Berry, which I also enjoyed greatly.

Sincerely yours,

George A. Bennett

George A. Bennett, M.D.
Dean

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April 28, 1955

Dr. Stanley E. Dorst
University of Cincinnati
College of Medicine
Eden and Bethesda Aves.
Cincinnati 19, Ohio

Dear Stan:

As you probably know by this time, I visited Dr. Bennett at Jefferson on Tuesday, April 5, and had a very pleasant and profitable visit.

We discussed the by-law matters at some length and I believe that I understand his attitude.

There are perhaps two changes I think we might well suggest to the membership. One of these is a technical change and the other one is a change perhaps more in spirit.

In Section 6(f), the notices for the meetings of the Council are required to be mailed out no later than the fifth business day before the meeting. Unquestionably this should be changed to the tenth business day before the meeting, so that everyone would have a chance to get there.

In Section 1(e), the statement is made that members not conforming to the Articles of Incorporation and By-laws "shall be subject to such discipline or penalty as the Association may deem fit and proper." The point that Dr. Bennett makes is that the Association should not be a punitive body, but should rather be one to encourage and help the medical schools. I think he has a point, and I believe that it will be possible to reword this section so that the penalty and discipline features are removed but that the same points now covered will be adequately cared for.

If you agree with this point, let me know and I shall make an effort to rewrite Section 1(e).

Sincerely yours,

cc: Dr. Bloedorn
Dr. Bennett
JMS:jr

John M. Stalnaker
Director of Studies

UNIVERSITY OF CINCINNATI
COLLEGE OF MEDICINE
CINCINNATI 19, OHIO

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OFFICE OF THE DEAN—EDEN AND BETHESDA AVENUES

May 13, 1955

Mr. John M. Stalnaker
Director of Studies
Association of American Medical Colleges
Chicago (1), Illinois

Dear John:

I have had two letters from you in the past ten days and my answer has been delayed because I have been away from the City.

Concerning Bennett and his revisions, I find nothing to object to in his criticism of the two points which you indicate in your letter. Certainly there should be more than five days notice of a called meeting, and I agree that we should not, as an association, set ourselves in the position of schoolmarms - so see what you can do with rewriting the paragraph.

Bennett was here for a day just before I went East, and as I remember he had a third point in addition to the two which you have covered. He was going to send me a letter covering these three points and if it comes, I'll ship it on. However, the communication from him which arrived May 5th merely enclosed certain correspondence which he has had with you and which doesn't belong in my files, so I am forwarding it to you. I rather interpret his letter to mean that he is satisfied with the two corrections - namely, Section 6 and Section 1-E.

And now about the question of Dr. Roger Crafts' expenses as our representative to the Teaching Institute. The President of the University has been away so I do not have his approval, but in previous years he has approved my recommendation in this respect so I will say that we will cover the expenses of Roger Crafts. If I get into trouble, I'll let you know.

With best wishes -

Sincerely yours,

Stan
Stanley Dorst, M.D.
Dean

SD:sk

THE GEORGE WASHINGTON UNIVERSITY
SCHOOL OF MEDICINE
1335 H STREET, WASHINGTON 5, D. C.

OFFICE OF THE DEAN

May 6, 1955

Dr. John M. Stalnaker
Director of Studies
Association of American Medical Colleges
185 North Wabash Avenue
Chicago 1, Illinois

Dear John:

Thank you for the copy of your letter to Stan Dorst about the by-laws of the Association.

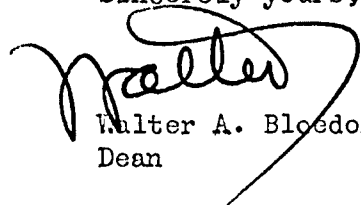
I am quite in agreement that five days are far too few for notification of meetings of the Council. The tenth day, as suggested, would make possible easier rearrangement of schedules.

I would go along with the idea that the Association should not be essentially a punitive body. I am wondering if perhaps this is due to the negative statement of Section 1e, "Any member not conforming to the Articles of Incorporation, etc." Could not this section be in some such form as, "All members shall conform to the Articles of Incorporation, By-Laws, or standards of admission and curriculum, as they may be changed from time to time. Any Institutional Member or Affiliate Institutional Member, which, on inspection, etc." It seems to me that some wording such as this avoids the stigma of punitive intent, yet reserves to the Association the authority to assure conformance with those standards which the Association may deem necessary and desirable.

I hope you found your recent visit to Washington pleasant, and we trust that the future will find that our efforts have been productive.

Best personal regards.

Sincerely yours,



Walter A. Bloedorn, M. D.
Dean

WAB/AMG/am

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1. P 7. Provide that other classes have no right or interest in property assets of AAMC - See #5
2. P 8 In event of dissolution divide assets among members.
 Ans. (a) "Charitable contributions" problem
 (b) If, law requires dissolution plan be approved by $\frac{2}{3}$ of the members having voting rights.
3. By-law 1-c. Permit not to interfere with internal management - Problems of (1) Necessity.
 (2) Wording. (Propositions)
4. 6-b-c Do not cause cash crisis. Eventually, should be revised, perhaps to limit years of service on Council regardless of positions.
 e.g. No person shall serve on Council member for more than six consecutive years.
 6-f - Should be changed.
 11- $\frac{3}{4}$ or $\frac{2}{3}$ - Never been a problem.

60

74-77
3-

Industrial Education
60 Man Conference
3 days
Industrial Education

on this matter
 National Council
 on Information
 Industrial Regulation

7 Pullen

handle well or else we'll
 such books
 I don't want to be
 not permit
 well taken on this of work
 not having to explain
 change million to explain
 small effort

Revision of the By-Laws as amended by the Membership at their Annual Meeting, October 25, 1955.

(Taken from Minutes of the Proceedings, Sixty-Sixth Annual Meeting, October 24-25-26, 1955.)

(d) Minor revisions of the By-Laws in accordance with the recommendations of the ad hoc committee.

(Section 1. (e) Strike out "Any member not conforming to the articles of Incorporation, By-Laws, or standards of admission and curriculum, as they may be changed from time to time, shall be subject to such discipline or penalty as the Association may deem fit and proper or may be dropped from membership."

Substitute "All members shall conform to the Articles of Incorporation, By-Laws and standards of admission and curriculum, as they may be changed from time to time."

Section 6. (f) Strike out the word "fifth" and substitute the word "tenth" so that the paragraph will read "Meetings of the Council may be called by the